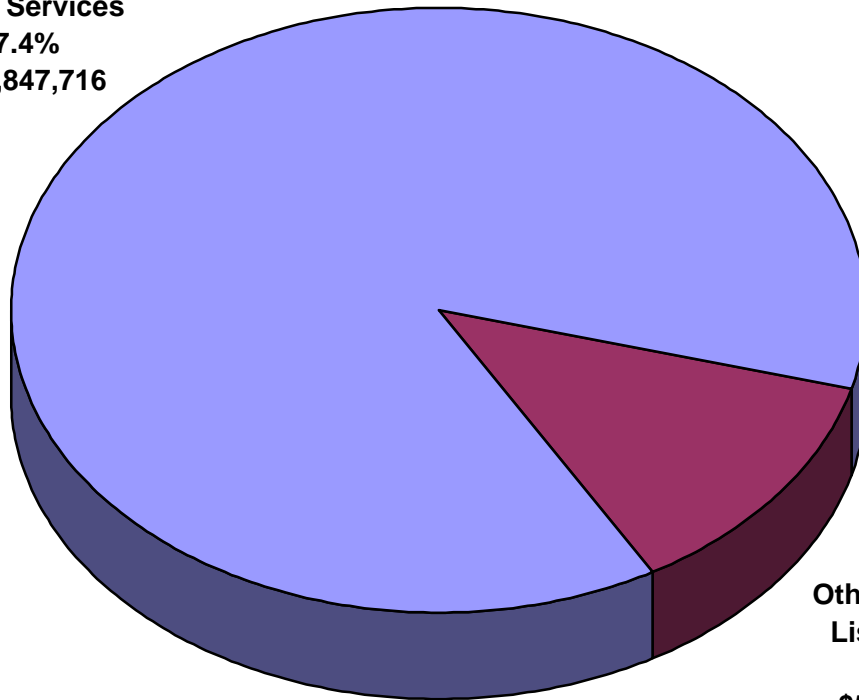


HUMAN AND HEALTH SERVICES

2003 Budget - \$465,401,051

Social Services
87.4%
\$406,847,716



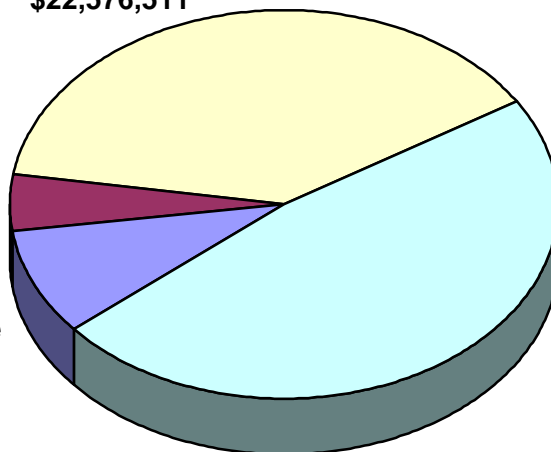
**Other Divisions
Listed Below**
12.6%
\$58,553,335

Other Divisions

Mental Health
\$22,576,511

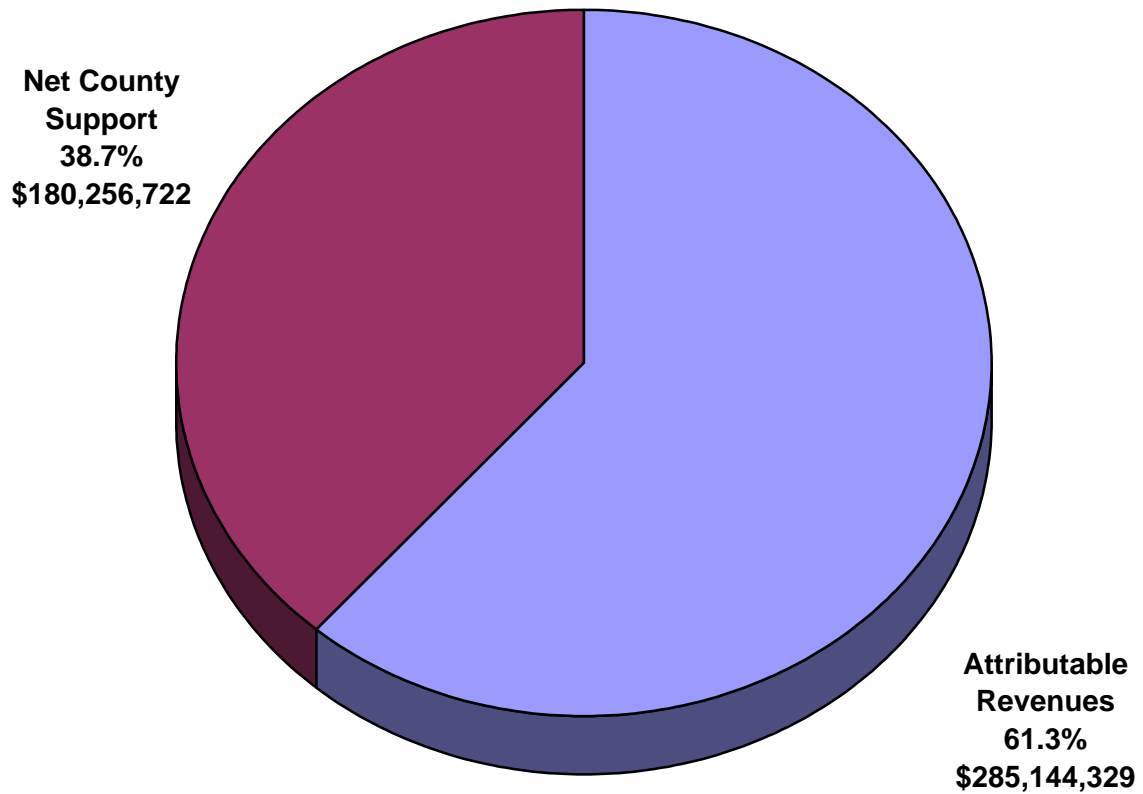
Youth Bureau
\$2,762,916

**Office for the
Aging**
\$5,205,451

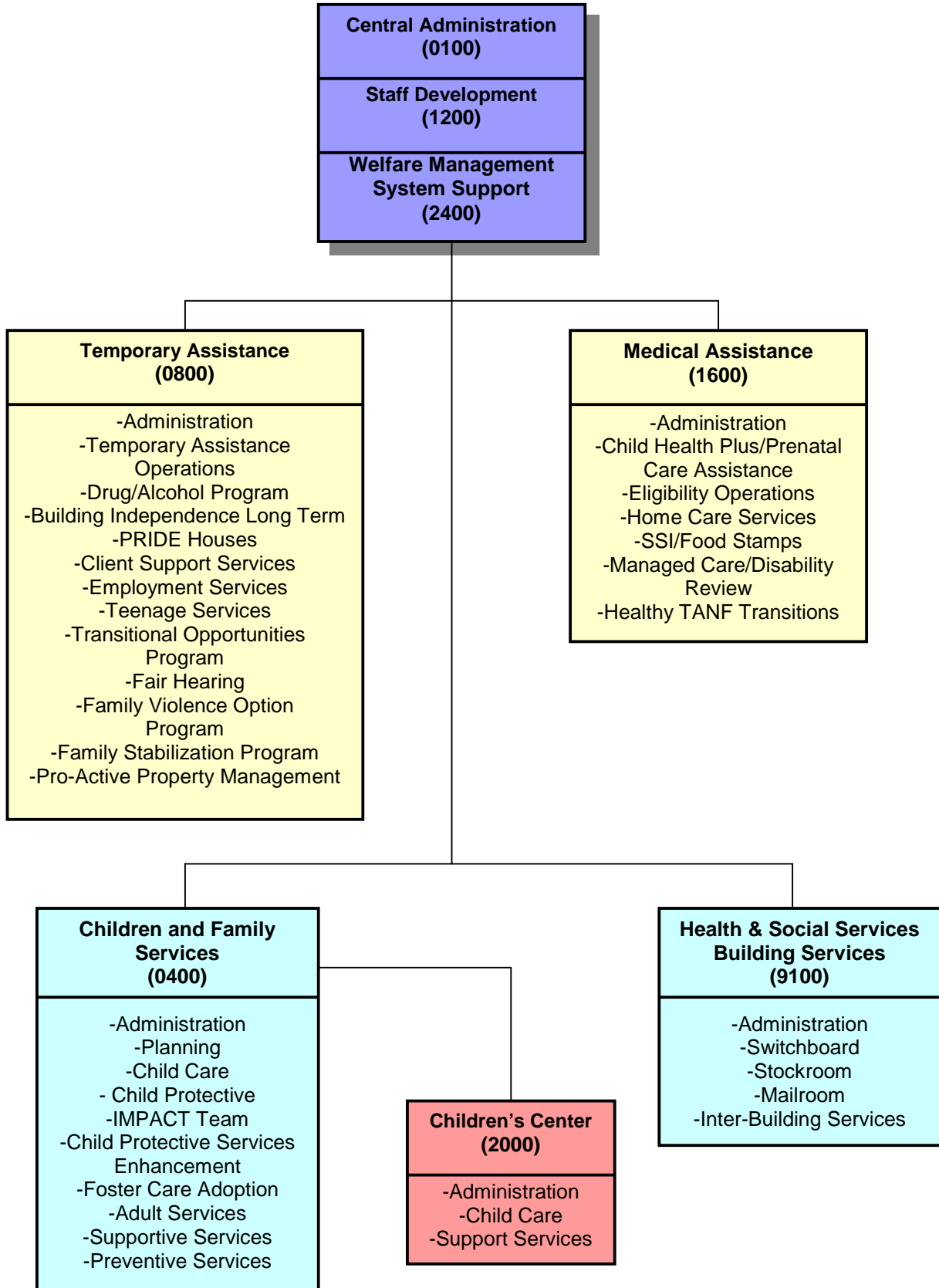


**Special Children
Services**
\$28,008,457

HUMAN AND HEALTH SERVICES NET COUNTY SUPPORT 2003 Budget - \$465,401,051



SOCIAL SERVICES (051)



DEPARTMENT: Human and Health Services (050)

DIVISION: Social Services (051)

DIVISION DESCRIPTION

The Division of Social Services provides various forms of assistance to citizens of Monroe County including income support, medical assistance and comprehensive services designed to promote a higher quality of life for children and disadvantaged or elderly adults. The primary mission of Social Services is to support individuals and families during periods of financial, medical, or emotional need and to foster self-sufficiency.

Direct services to preserve, rehabilitate and reunite families include child and adult protective services and preventive services. Social Services also contracts with service providers for day care, foster care, and other specialized services.

STRATEGIC FRAMEWORK

Mission

The Monroe County Division of Social Services helps individuals and families to maximize self-reliance and independence during periods of financial, medical or emotional need, thereby promoting family stability and enhancing the quality of life of the whole community.

Key Result Areas

Customer Satisfaction: Our customers are highly satisfied with the services they receive.

Productive Workforce: We recruit, employ, retain and empower a diverse workforce to provide quality services. We provide a safe and adequately equipped work environment.

Quality Services: Our programs and services are valuable to the community and are recognized as such. We are responsive and responsible. We continually seek to improve the quality of our services.

Economic Growth: We are successful in reducing medical, social and educational barriers to employment and in stimulating job entry and re-entry, thereby contributing to the independence of our customers.

Quality of Life: We provide services that improve individual health, provide resources to people in need, protect the vulnerable and preserve the family.

Fiscal Responsibility: We provide cost-effective services, maximize leveraging of federal and state revenues, minimize local tax impact, and maintain fiscal integrity.

Key Result Measures

Productive Workforce: 100% of Social Services employees will have personal computers.

Quality Services: 95% of preventive services clients avoid foster care.

Economic Growth: Place more than 2,400 Temporary Assistance (TA) recipients into jobs.

Fiscal Responsibility: Maintain managed care enrollment at 96% of eligible population.

2002 Major Accomplishments

Welfare Reform

- Placed more than 3,600 individuals into jobs
- Organized quarterly Job Fairs for Temporary Assistance (TA) applicants and recipients
- Designed and implemented projects to assist Temporary Assistance to Needy Families (TANF) timing out families in obtaining self sufficiency

Other Program Initiatives

- System to monitor informal childcare providers implemented
- Child Protective Services mandated reporter training piloted
- Secured additional state funding for low income day care program
- Assisted over 50,000 low-income households with fuel costs through HEAP program
- Participated in the Homeless Services Network, Homeless Continuum of Care Team, several landlord/tenant organizations and P.R.I.D.E. House I and II
- Received the Homeless Intervention Grant from the New York State Office of Temporary and Disability Assistance
- Assisted low-income residents with income tax preparation services as an IRS sponsored Volunteer Income Tax Assistance site. Fifteen Social Services staff volunteered, evening and weekend coverage was provided
- Continued to work with the Monroe County Jail to streamline the process for applicants being released from jail to access substance abuse treatment upon release
- Processed approximately 37,000 Medicaid and Food Stamp applications
- Capitated payment system alternative to residential foster care placement has been developed and is taking cases

Staff Support/Professional Development

- Updated and revised Medicaid, Food Stamp and Temporary Assistance training curriculum to reflect policy and procedural changes
- Developed and delivered training on counseling, general personnel and disciplinary procedures to all administrative and management staff at Social Services
- Developed and delivered curriculum on Food Stamp claims process to all Medicaid and Temporary Assistance Staff
- Developed and finalized clerical training manual

Efficiencies/Cost Savings

- Continued the reorganization of the Temporary Assistance Division to focus on changing customer needs
- Provided emergency assistance to 6,500 working families and singles to insure they are able to maintain employment and prevent the need for ongoing Temporary Assistance. This was accomplished by the development of the Family Stabilization Program in collaboration with the Salvation Army of Rochester
- The Aftercare Team assisted 1,000 low-income individuals, who left TA, by ensuring that they received all available benefits to help them maintain financial independence

- Continued reorganization efforts in TA to provide targeted services to specialized groups. Nine Senior Examiners were assigned to monitor the 1,200 clients with long-term disabilities. SSI approvals totaled 1,200 in 2002. Retroactive reimbursements to the county totaled \$2.7 million
- Closed or denied 4,500 cases through fraud investigations
- Obtained state authorization to implement mail-in recertification for Medicaid Division cases, formerly done on a face-to-face basis
- Maximized Medicaid mandatory managed care enrollment in local HMO's at over 48,000 individuals
- Discovered, investigated and computed fraudulent overpayments leading to the recovery of \$2.7 million

2003 Major Objectives

Welfare Reform

- Place more than 2,400 individuals into jobs
- Continue quarterly Job Fairs for TA applicants and recipients
- Continue efforts to move TANF timing out clients to self-sufficiency
- JOBS FIRST will continue to be an integral component for all applicants and recipients

Other Program Initiatives

- Child Protective Services mandated reporter training implemented in full
- Launch web site for mandated reporters
- Improve process for informing day care recipients about how to choose quality day care
- Evaluate and redesign diversion system for Juvenile Delinquents (JD's) and Persons in Need of Supervision (PINS)
- Implement research based family function therapy program for 16 and 17-year-old PINS youth
- Implement research based parenting models in existing programs

Staff Support/Professional Development

- Automate work processes utilizing appropriate software applications
- Develop and deliver training and orientation program for all newly hired Social Services clerical staff and deliver standardized policy and procedural training to clerical staff
- Plan and coordinated the annual Service Awards ceremony for Social Services staff

Efficiencies/Cost Savings

- Automate the process for tracking and storing TA case records and assigning TA case numbers
- Continue to maximize managed care enrollments
- Develop an appointment and screening applications center between the TA and MA divisions to consolidate and streamline common functions and improve customer service
- Complete the personal computer acquisition of 100% of program staff

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations by Division</u>		
Central Administration	4,884,476	4,382,910
Children and Family Services	21,905,260	20,479,327
Temporary Assistance	22,245,887	20,099,323
Staff Development	922,486	721,078
Medical Assistance	7,446,891	6,832,252
Children's Center	4,065,128	4,175,759
Welfare Management System Support	1,195,098	848,172
Programs:		
Safety Net Assistance	31,865,600	35,300,000
Day Care	58,530,075	48,772,215
Family Assistance	59,324,400	30,016,200
Adolescent Care	18,174,200	18,134,950
Medicaid	156,768,813	170,381,057
Child Welfare	38,618,010	35,725,414
Purchase of Services	11,179,269	9,609,285
Home Energy Assistance Program	5,809,939	0
Grants	5,012,748	0
Health/Social Services Building Services	1,522,830	1,340,184
Debt Service	0	29,590
Total	449,471,110	406,847,716
<u>Appropriations by Object</u>		
Personal Services	38,880,592	31,001,567
Equipment	111,737	14,599
Expenses	11,145,189	7,387,034
Public Assistance Benefits	234,590,483	189,603,896
MMIS Payments	144,668,813	158,335,225
Supplies and Materials	905,153	371,610
Debt Service	0	29,590
Employee Benefits	11,366,639	12,322,256
Interfund Transfers	7,802,504	7,781,939
Total	449,471,110	406,847,716
<u>Revenue</u>		
Federal Aid	88,442,761	75,806,563
State Aid	149,747,217	134,462,124
Federal Aid-HEAP	5,809,939	0
Repayments/Refunds	10,253,000	12,253,000
Transfers from Other Funds	1,522,830	1,340,184
Charges to Other Governments, Departments	194,145	291,447
Miscellaneous Revenue	582,821	482,488
Transfer From MCH (IGT)	17,482,064	15,263,705
Total	274,034,777	239,899,511
<u>Net County Support</u>	175,436,333	166,948,205

GRANT SUMMARY

	Amended Budget 2002	Budget 2003
<u>Total Division</u>		
Appropriations	449,471,110	406,847,716
Revenue	274,034,777	239,899,511
Net County Support	175,436,333	166,948,205
<u>Grants</u>		
Appropriations	10,822,687	0
Revenue	10,822,687	0
Net County Support	0	0
<u>Tax Impact</u>		
Appropriations	438,648,423	406,847,716
Revenue	263,212,090	239,899,511
Net County Support	175,436,333	166,948,205

BUDGET HIGHLIGHTS

Individual highlights will be shown in each division.

Beginning in 2002, there was a new Children and Family Service Allocations Division (4000) to aggregate the federal and state allocations. For comparison, where revenues have shifted to Division (4000), divisions show what the revenue would have been for 2002 and 2003 in italics.

DEPARTMENT: Human and Health Services (050)
DIVISION: Central Administration (051-0100)

DIVISION DESCRIPTION

Staff in this division provide upper management and administrative support services to Social Services, including financial, legal and public information services.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	1,979,123	792,637
Expenses	189,462	206,951
Supplies and Materials	2,750	2,930
Employee Benefits	963,986	674,547
Interfund Transfers	1,749,155	2,705,845
Total	4,884,476	4,382,910
<u>Revenue Budgeted in Division (0100)</u>		
Federal Aid	1,707,613	1,577,457
State Aid	1,010,746	998,648
Other	0	24,852
Sub-Total	2,718,359	2,600,957
<u>Revenue Shifted to Division (4000)</u>		
Federal Aid	562,063	584,727
State Aid	377,027	312,896
Sub-Total	939,090	897,623
Total	3,657,449	3,498,580
<u>Net County Support</u>	1,227,027	884,330

BUDGET HIGHLIGHTS

Personal Services and Employee Benefits decrease consistent with cost reduction strategies. There is also a shift from Personal Services to Interfund Transfers for the Social Services portion of the finance reorganization. Staff have been transferred to the Finance Department and are charged back to Social Services in order to retain current revenue offsets.

SECTION DESCRIPTIONS**2002****2003****Administration (0101)****\$2,594,164****\$2,211,952**

The Director of Social Services supervises the planning and delivery of all Social Services programs, provides central policy direction, and manages department personnel. Staff in this section also perform financial analysis and develop the department's annual budget request. Some staff from this section have been transferred to the Finance Department.

Liaison (0105)**\$106,075****\$153,656**

This section prepares and disseminates information about department programs and activities, responds to inquiries regarding Social Services matters, serves as liaison with the news media, and coordinates activities related to the department's Citizens Advisory Committee and Community Campership Program.

Record Management (0110)**\$1,876,852****\$2,017,302**

This unit performs the record management functions for the agency to include the assignment of agency's client case numbers, maintenance of Client Authorization Documents, photocopying and certification of closed client records subpoenaed by court, and acts as the clearinghouse for agency's client records stored at the county's off-site facility. Many staff from this section have been transferred to the Finance Department. The chargeback to Social Services from Finance is budgeted in this section.

DSS Accounting (0150)**\$307,385****\$0**

Staff in this section, performing accounting functions for Social Services, have been transferred to the Finance Department.

DEPARTMENT: Human and Health Services (050)
DIVISION: Children and Family Services (051-0400)

DIVISION DESCRIPTION

The Children and Family Services division provides direct and purchased services to increase safety, ensure permanency, and enhance development for vulnerable children, families and adults. The federal Adoption and Safe Families Act (ASFA) is the most comprehensive child welfare legislation in two decades and is having profound impacts on Child Protective Services, Foster Care, and Adoption. Three themes are central to ASFA. The first is that every decision about whether to keep a child at home, place him in foster care, or return him home from foster care must be based on careful review and documentation of safety. The second theme is that every child has the right to a permanent, loving home whether with biological parents, other relatives, or in an adoptive home. Social Services is obligated to work toward this goal for all children. The third theme is timeliness. By creating tight timelines, ASFA requires that efforts to achieve safety and permanency be infused with a sense of urgency. As a result, services to children will be subject to more frequent administrative and legal reviews.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	13,748,929	11,905,041
Expenses	1,240,219	1,119,299
Supplies and Materials	28,364	29,612
Employee Benefits	3,820,661	4,559,648
Interfund Transfers	3,067,087	2,865,727
Total	21,905,260	20,479,327
<u>Revenue Budgeted in Division (0400)</u>		
Federal Aid	3,168,711	2,905,856
State Aid	3,653,461	3,672,499
Sub-Total	6,822,172	6,578,355
<u>Revenue Shifted to Division (4000)</u>		
Federal Aid	6,097,504	6,807,578
State Aid	4,577,321	3,916,133
Sub-Total	10,674,825	10,723,711
Total	17,496,997	17,302,066
<u>Net County Support</u>	4,408,263	3,177,261

BUDGET HIGHLIGHTS

Personal Services and Expenses are consistent with cost reduction strategies. Employee Benefits reflects increases for medical benefits, retirement and unemployment insurance. Interfund Transfers decreases due to costs for building maintenance and communications services.

SECTION DESCRIPTIONS**2002****2003****Administration (0401)****\$3,202,518****\$2,543,420**

This section is responsible for directing programs and personnel dedicated to the delivery of social services to eligible families, children, and individuals. The Deputy Director of Social Services has responsibility for coordinating with other community public and private agencies to ensure that human service needs are being met efficiently, to reduce service gaps, and to prevent duplication of efforts.

Planning (0410)**\$682,136****\$622,464**

The Planning section monitors relevant input into three distinct state data bases, interprets and distributes reports from the state, provides staff training, and functions as a liaison between the county and state including management of federal, state and local program audits. It also manages the third-party review process for all children in foster care, maintains adoption subsidy cases, and makes determinations of eligibility for federal reimbursement for foster care expenses. Other responsibilities include proposal development for new projects, assessment of Purchase of Service contracts and coordination of the Integrated County Plan, and Juvenile Justice Plan.

Child Care (0415)**\$1,595,720****\$1,516,505**

Day Care is provided to enable low-income parents to maintain employment or as part of a child services plan designed to prevent child abuse/neglect or foster care. The staff in this section provide day care placement services to children between the ages of six weeks and 14 years.

Child Protective Services (0420)**\$6,379,406****\$6,336,005**

Child Protective Services maintains a 24 hour hotline and investigates reports of child abuse and neglect, then arranges, coordinates, and/or provides services designed to strengthen families and to prevent further abuse/neglect of the children. The relief of Family Court is being sought on behalf of the children who have been victims of statutory abuse or neglect.

IMPACT Team (0421)**\$332,978****\$303,494**

The IMPACT team is a multi-disciplinary, multi-agency response to child sexual abuse and serious physical abuse complaints regarding children under 18 years of age. The core members consist of Child Protective staff and law enforcement investigators. Integrated investigation of these complaints reduces duplication of effort and inconsistencies in handling of these cases, and relieves the child victim of repeated interviews. The Social Services staff is budgeted in this section.

Child Protective Services Enhancement (0422)**\$222,528****\$300,484**

This project, funded through the TANF Transitional Services allocation, is designed to test the impact of lower caseloads on the outcome of Child Protective Services (CPS) investigations. Project staff will be assigned to existing teams in order to enhance and intensify services to families during the process of a CPS investigation. Comparative data will be used to assess results.

Foster Care/Homefinding/Adoption/PINS-JD (0425)**\$4,936,520****\$4,396,048**

Staff working in this section provide counseling, planning, home finding, placement (temporary or permanent), and aftercare services to children who are not able to live with their families while concurrently attempting to find and/or develop a strong, supportive, permanent family system for children with either the biological parents, relatives, guardians, or a non-related adoptive family. Examples of services rendered include twenty-four hour care and placement of children, pre-adoptive and adoption services, and special foster family placements of Persons in Need of Supervision (PINS) and Juvenile Delinquents (JDs).

Adult Services (0430)**\$1,114,026****\$1,049,019**

Adult Services are provided to individuals 18 years of age or older who have physical or mental impairments and are unable to manage their own resources, carry out the activities of daily living or protect themselves from abusive situations. The staff provides counseling as needed, helps obtain appropriate legal and medical care, and arranges for financial help and alternate living arrangements when necessary.

	<u>2002</u>	<u>2003</u>
Supportive Services (0435)	\$2,817,932	\$2,718,977

Case management for children in group homes, other institutional settings and specialized foster family care programs is provided by two indirect foster care teams. PINS/JD pre-placement efforts are provided by the Special Placement Unit to ensure that children are placed in a facility that can meet their needs.

Preventive Services (0440)	\$621,496	\$692,911
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Preventive services and counseling are provided to children identified as being at risk of foster care placement and to children whose length of time in foster or institutional care could be shortened with this assistance. The department contracts for these services with community service provider programs. These contracts are reflected in the program budget under Purchase of Service. The staff reflected in this section must screen all cases involving purchased preventive services, track the progress of children being served, and monitor program effectiveness. Also included is the Relative Resource Project which provides supportive services necessary to get substance-abusing parents into treatment.

Performance Measures

	Actual 2001	Est. 2002	Est. 2003
Planning			
Adoption Subsidy Cases (average monthly)	792	854	890
Eligibility Determinations for Federal Reimb. Per Year	892	900	900
Service Plans for Children Entered Per Year	4,200	4,200	4,200
Child Protective			
Reports of Abuse Investigated Per Year	449	460	465
Reports of Neglect Investigated Per Year	5,427	5,500	5,500
Reports of Sexual Exploitation Investigated Per Year	426	430	430
Reports of Cocaine Babies Investigated Per Year	38	40	40
Foster Care/Adoption			
Children Served Per Year			
Family Care	1,199	1,200	1,200
Group/Institutional Care	547	525	480
Adoptive Homes	157	150	140
New Placements Per Year			
Family Care	592	600	600
Group/Institutional	223	210	155
Adoptions Finalized Per Year	112	110	100
Adult Protective Services			
Clients Served Per Year			
Adult Protective	1,036	1,130	1,150
Financial Management	350	365	365
Information/Referral	537	565	600
Services to Prevent Foster Care			
Families Served Per Year	1,923	1,900	1,520
Children Served Per Year	4,686	4,500	3,600
Percentage of Children who Avoid Foster Care During Service	97.3%	95.0%	95.0%
Day Care			
Children Served Per Month	13,573	12,267	11,565

DEPARTMENT: Human and Health Services (050)**DIVISION: Temporary Assistance (051-0800)**

DIVISION DESCRIPTION

The Division of Temporary Assistance has as its primary focus the return of citizens to productive roles in the private economy. The division is responsible for ensuring that only persons who are eligible for public assistance services are provided such aid. Public Assistance grants, Emergency Assistance and Food Stamps are among the types of services provided. This division also includes client support services, welfare fraud investigations and client employment services.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	12,252,671	10,519,272
Expenses	5,188,670	4,626,736
Supplies and Materials	8,865	5,800
Employee Benefits	3,503,853	3,925,552
Interfund Transfers	1,291,828	1,021,963
Total	22,245,887	20,099,323
<u>Revenue Budgeted in Division (0800)</u>		
Federal Aid	10,122,148	10,671,531
State Aid	4,717,445	4,600,164
Charges to Other Governments	194,145	187,455
Charges to Other Departments	0	103,992
Other	114,063	126,886
Sub-Total	15,147,801	15,690,028
<u>Revenue Shifted to Division (4000)</u>		
Federal Aid	0	187,223
Sub-Total	0	187,223
Total	15,147,801	15,877,251
<u>Net County Support</u>	7,098,086	4,222,072

BUDGET HIGHLIGHTS

Personal Services, **Expenses** and **Supplies and Materials** decrease consistent with cost reduction strategies. **Employee Benefits** includes increased costs for medical benefits and retirement. **Interfund Transfers** decreases due to building maintenance, communications services and Information Services.

Revenue, in this division, reflects beneficial shifts in the relationship between federal and state aid formulas.

SECTION DESCRIPTIONS**2002****2003****Administration (0801)****\$3,035,830****\$2,940,065**

This section plans and directs the programs which provide financial aid, food stamps, and other assistance to individuals and families eligible for public assistance.

Temporary Assistance Operations (0810)**\$8,640,785****\$8,315,495**

This section is responsible for processing applications for temporary assistance, providing case management to certify continued eligibility, and for executing grant changes in response to changing circumstances. Food Stamps are also processed by this staff, as public assistance recipients are automatically entitled to these services. Determining eligibility for emergency services including payment of fuel and utility bills, temporary housing, household furnishings, clothing and food are other major responsibilities carried out in this section.

Drug/Alcohol Program (0812)**\$938,000****\$938,000**

This program, funded through the TANF Transitional Services allocation, provides mandated substance abuse screening for all adult public assistance applicants and recipients. Also included in this section are contractual funds for the Home Free Program, which is designed to provide families with supported, safe, drug-free housing and wrap-around services through a case management model. Program goals include: improved compliance with substance abuse/mental health treatment, improved housing stability and improved family stability.

Building Independence Long Term (BILT) (0813)**\$543,732****\$511,616**

The staff in this section work intensively with long term Family Assistance recipients to help them achieve self-sufficiency. Using a case management model, case managers and case assistants work individually with a small number of families to help them set and achieve long term goals in order to become self-sufficient. This program is funded through the TANF Transitional Services allocation.

PRIDE Houses (0814)**\$217,945****\$187,223**

Monroe County's PRIDE Houses (People, Resources, Initiative, Determination, Empowerment) serve as vital links between community service providers and the City of Rochester neighborhoods. Located at Brown Street and St. Paul Street, the PRIDE Houses offer services from Social Services and Public Health, the Office for the Aging, the Veteran's Service Agency, Probation and the Youth Bureau. The New York State Department of Labor, AmeriCorps and Key Bank have set up on-site offices, and several community groups are using the facilities for informational and educational programs, including a Homework Club for neighborhood children.

Client Support Services and Investigations (0815)**\$2,407,737****\$2,180,342**

This section includes Client Benefits/Special Investigations, the Housing Units, Quality Review Team, the Welfare Fraud Bureau, and Food Stamp Fraud & Abuse.

The Client Benefits Unit determines eligibility for public burial for persons of indigent status after a search for alternate fiscal resources in bank accounts, insurance policies, or through Veterans death benefits. The unit also provides property management of client-owned properties. The Special Investigations Unit performs services relating to client use of public funds. It conducts validation checks of active cases and new applications to verify eligibility (close or open case decisions), investigates charges of fraud or misuse of public funds, claims of lost or stolen checks, and claims of loss and damage due to fire, flood, or similar catastrophe. It also operates the Photo Identification System. The Welfare Fraud Bureau works with the District Attorney's Office to prosecute welfare fraud.

The Housing Unit provides resources to replace household furnishings after a fire, flood or catastrophe. This unit makes temporary housing placements, assists clients in securing permanent housing, maintains lists of available affordable housing, operates a landlord hotline to assist landlords with problems, and withholds rent upon tenant complaint and confirmation of housing violations by city and town building inspectors. The Emergency Shelter program is also funded here as well as housing services for the mentally disabled.

	<u>2002</u>	<u>2003</u>
Employment Services (0818)	\$3,056,093	\$1,856,616

The Employment Services Unit administers the state work rules for public assistance clients which require appropriate applicants/recipients to seek work and/or participate in employability development programs. The work performed by this unit directly affects the public assistance caseloads. More than 7,500 public assistance recipients will be enrolled in employment and training programs. Approximately 2,400 will secure employment. The Work and Learn Center is administered in this section. Assessments and supportive services are provided to 3,600 public assistance clients, some of whom participate in community college programs. The local share of the program is provided by a contribution from Monroe Community College. The Work and Learn Center funding is located in Family Assistance (3300). This section also funds Transition to Education Responsibility, which is jointly operated by Social Services and the Rochester City School District. This program tracks the attendance of students for the purpose of counseling and public assistance eligibility.

With enhanced revenue, employment services are also provided for Food Stamp applicants and recipients, the Rochester City School District (EDGE program) and the Rochester Educational Opportunity Center (BRIDGE program).

Teenage Services (0835)	\$175,413	\$99,356
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New York State legislation referred to as the Teenage Services Act (TASA) mandated implementation of services directed toward the problems and consequences of teenage pregnancy and parenthood. Public assistance recipients under 18 years of age who are pregnant or are parents are afforded comprehensive case management services combining temporary assistance objectives of self-sufficiency, services objectives of family stability, and medical objectives of comprehensive health care.

Transitional Opportunities Program (TOP) (0840)	\$1,166,892	\$1,014,344
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The Transitional Opportunities Program (TOP) is modeled after the successful Child Assistance Program (CAP) which Social Services operated for the past several years. TOP serves employed Family Assistance recipients who are provided with the support services necessary to maintain their employment and to increase their earnings to allow them to leave the Temporary Assistance rolls. A case management approach includes identifying and addressing barriers to full self-sufficiency and any unique circumstances which may be impacting a family's ability to leave the cash assistance system.

Fair Hearing (0855)	\$655,417	\$520,316
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New York State Social Services regulations mandate that an applicant or recipient of any Social Services program may appeal an unacceptable decision or action and be provided an opportunity to have a hearing concerning the appeal.

The request for a Fair Hearing may be made by the applicant or recipient directly to New York State officials who in turn refer the applicant or recipient to the local Social Services district. Every applicant or recipient of Social Services programs must be informed in writing at the time of application or at the time of any departmental action affecting his or her receipt of assistance or services of the right to Fair Hearing.

Family Violence Option Program (0880)	\$178,924	\$336,650
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The New York State Welfare Reform Act of 1997 included this program in its legislation to address the safety needs of victims of domestic violence and their children. This program funds a Domestic Violence Program Coordinator to coordinate existing domestic violence services provided by other county departments. This liaison function has the responsibility to ensure that all Family Assistance applicants have access to domestic violence support services.

Family Stabilization Program (0885)	\$757,966	\$757,966
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Under this program, funded through the TANF Transitional Services allocation, staff from Social Services and the Salvation Army provide services to former Family Assistance recipients who have left the rolls for employment. Services include payments for utilities, rent, etc., to ensure that these families do not return to the public assistance rolls.

	<u>2002</u>	<u>2003</u>
Pro-Active Property Management (0890)	\$471,153	\$441,334

This program, funded through the TANF Transitional Services allocation, provides inspections, under contract with the City of Rochester, of all units occupied by a TANF family whose landlord is requesting that rent be paid directly by Social Services. The program also provides training for landlords and tenants under contract with the Housing Council.

Performance Measures

	Actual 2001	Est. 2002	Est. 2003
Eligibility Operations			
Total applications processed	49,637	52,800	53,000
- Percent opened	16%	18%	18%
- Monthly Openings & Reactivations	1,029	1,020	1,020
- Open/Close one-time payments	8,934	8,700	8,700
- Applicants Diverted to Jobs	2,800	3,000	3,200
Service Delivery			
Average monthly Family Assistance caseload	8,548	6,550*	3,550
Average monthly Safety Net caseload	3,870	5,500*	4,900
Yearly recertifications processed	18,250	19,000	20,000
Housing			
Emergency Placements	8,472	8,400	8,400
Security Agreements:			
Claims Approved	1,013	1,000	1,000
Dollar Amount of Claims	\$507,511	\$500,000	\$500,000
Housing Code Violations Identified	1,565	1,500	1,000
Compliance after Notification	720	800	300
Client Benefits			
Tax/Mortgage Default Evaluations	137	150	150
Property Management Evaluations	57	60	60
Burials Approved	633	640	640
Burials Denied	76	80	80
Fraud and Abuse			
Investigations Completed	10,381	11,000	11,000
Recoveries - Dollar Amount (millions)	\$2.8	\$2.7	\$2.5
Prosecutions:			
Number	52	50	25
Dollar Amount (millions)	\$0.34	\$0.35	\$0.175
Denials/Closings	4,140	4,500	4,500
Food Stamp Overpayments			
Claims Established	1,948	1,900	600
Dollar Amount	\$786,475	\$785,000	\$260,000
Referred for Disqualification Hearings	118	150	25
Employment			
Initial Assessments	6,497	7,764	7,765
Safety Net Individuals Obtaining Employment	885	1,600	1,072
Family Assistance Individuals Obtaining Employment	1,875	2,000	1,340

	Actual 2001	Est. 2002	Est. 2003
Cost Avoidance/Recoveries			
Individuals to SSI	1,184	1,200	1,400
Cases converted to Transitional Child Care	1,106	850	800
Average monthly case closings	1,152	1,270	1,270
Fraud overpayments discovered	1,302	1,200	1,100
Fair Hearings			
Scheduled	5,368	6,588	6,600
- Decisions for the agency	1,107	1,359	1,400
- Won by default	1,915	2,350	2,400
- Decisions against agency	279	342	350
- Withdrawn w/o hearing/no issue	967	1,187	1,200
Administrative Disqualification Hearings Processed			
- Hearings processed	180	200	200
- Continued Aid cases Monitored/Reported	2,529	3,104	3,200
- Compliance Cases Monitored/Reported	1,062	1,303	1,400

*Includes shift of 1,400 Family Assistance cases to Safety Net resulting from reaching the five year maximum federal benefit limit.

DEPARTMENT: Human and Health Services (050)
DIVISION: Debt Service (051-1000)

DIVISION DESCRIPTION

Appropriations for Principal and Interest result from the borrowings for a prototype Temporary Assistance Team office that included significant office space improvements and the installation of a computer assisted management system. The project was recommended by the 1992 Case Commission.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Principal	0	28,910
Interest Expense	0	680
Total	0	29,590
<u>Revenue</u>		
	0	0
Total	0	0
<u>Net County Support</u>	0	29,590

BUDGET HIGHLIGHTS

The 2001 and 2002 Debt Service requirements were defeased as a result of the use of funds received from the sale of the county's future tobacco settlement revenues. In 2003, this project is no longer on the defeasement schedule.

DEPARTMENT: Human and Health Services (050)
DIVISION: Staff Development (051-1200)

DIVISION DESCRIPTION

Orientation and training of Social Services staff is required under New York State law Part 386. Staff from this division plan, develop, coordinate, and deliver program specific in-service training programs for employees. Staff Development provides an agency orientation for all new Certification and Service division staff. Trainers from this division interview and hire Caseworker and Examiner staff and coordinate and monitor all the related Civil Service and personnel activities. This division also provides counseling, guidance and strategies for Labor-Management issues, including assisting management staff with probationary employees and disciplinary and counseling procedures.

This division also coordinates and monitors continuing education and degree-oriented programs for staff to enhance their professional and managerial skill development.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	401,170	298,081
Expenses	301,416	241,966
Supplies and Materials	2,400	1,300
Employee Benefits	111,913	107,177
Interfund Transfers	105,587	72,554
Total	922,486	721,078
<u>Revenue Budgeted in Division (1200)</u>		
Federal Aid	289,292	229,013
State Aid	221,043	168,686
Sub-Total	510,335	397,699
<u>Revenue Shifted to Division (4000)</u>		
Federal Aid	106,152	96,518
State Aid	71,206	51,648
Sub-Total	177,358	148,166
Total	687,693	545,865
<u>Net County Support</u>	234,793	175,213

BUDGET HIGHLIGHTS

Personal Services, Expenses, Supplies and Materials and Employee Benefits decrease consistent with cost reduction strategies. Interfund Transfers reflects reduced costs for building maintenance.

Revenue reductions are related to the decrease in appropriations.

Performance Measures

	Actual 2001	Est. 2002	Est. 2003
New Worker and In-Service Programs Presented by Staff			
Development Trainer and Social Services Staff	303	160	110
Persons Trained	3,181	1,680	1,155
State Funded Workshops Coordinated by Staff Development	389	432	300
Persons Trained	2,016	2,276	2,300
Defensive Driving - Classes	2	1	1
Persons Trained	56	35	30
Teleconference - Classes	65	60	60
Persons Trained	612	590	500
Employees Participating in Degree Programs	84	65	65
Employees Completing Degree Programs	6	7	12
Labor - Management Activities Coordinated by Staff Development	41	55	50

DEPARTMENT: Human and Health Services (050)
DIVISION: Medical Assistance (051-1600)

DIVISION DESCRIPTION

Medical Assistance or "Medicaid" is a medical insurance program enacted by the United States government in 1965 as a companion to Medicare. It is a means-tested program to provide medical care to individuals who cannot afford medical services. The federal legislation requires that states share the cost of the program, and New York is one of a few states which, in turn, requires counties to pay part of the state share. The Medical Assistance Division determines financial eligibility for the Medicaid and Food Stamps programs. This division is also mandated to develop managed care options for Medicaid recipients and assist with enrollment activities for managed care programs. The division is administratively responsible for certain aspects of medical service delivery in the areas of home care and transportation. (Also see following "Social Services Programs, Medicaid," 051-3500.)

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	5,190,470	4,452,811
Expenses	154,192	113,904
Supplies and Materials	28,450	2,060
Employee Benefits	1,507,428	1,809,554
Interfund Transfers	566,351	453,923
Total	7,446,891	6,832,252
<u>Revenue</u>		
Federal Aid	4,215,956	3,916,884
State Aid	1,784,054	1,855,165
Other	40,000	40,000
Total	6,040,010	5,812,049
<u>Net County Support</u>	1,406,881	1,020,203

BUDGET HIGHLIGHTS

Personal Service, Expenses and Supplies and Materials decrease consistent with cost reduction strategies. Employee Benefits includes increased costs for medical benefits and retirement. Interfund Transfers reflects decreases in communications services and building maintenance.

Revenue reductions are related to the decrease in appropriations.

SECTION DESCRIPTIONS**2002****2003****Administration (1601)****\$1,694,339****\$1,107,878**

This section administers eligibility processing for Medical Assistance and Food Stamps, generates contracts for certain recipient services, participates in waiver/demonstration initiatives, and develops cost-containment projects. Quality management and continuous improvement techniques are integral components of this section's operations. Division overhead expenses are budgeted in this section.

**Child Health Plus Part A/Prenatal Care
Assistance Program (1605)****\$215,138****\$237,716**

This section processes applications and authorizes Medicaid coverage for children and pregnant women.

Eligibility Operations (1610)**\$3,336,801****\$3,512,243**

This group determines financial eligibility for Medicaid and Food Stamp benefits for those individuals who do not receive a cash grant exclusive of SSI recipients.

Home Care Services (1615)**\$578,546****\$440,169**

This staff authorizes the delivery of home care services funded through a variety of program sources. The programs include the Long Term Home Health Care Program, the Personal Care Aide Program, Meals on Wheels, Independent Living for Seniors, Continuing Care Networks and the Homemaker/Housekeeper Program. Service authorizations include aid services, cleaning services, meals, and long term care benefits to individuals and families at risk of more costly placement. This unit also manages the Medicaid Restricted Recipient Program which controls recipients with unreasonable utilization of Medicaid services.

Supplemental Security Income (SSI)/Food Stamps (1630)**\$611,679****\$613,763**

This group authorizes food stamp benefits for SSI beneficiaries and handles any incidental Medicaid issues for SSI recipients.

**Managed Care, Disability Review,
Third Party Resources (1640)****\$722,157****\$608,330**

Medicaid managed care is a mandatory program to enroll Medicaid recipients in pre-paid, cost saving Health Maintenance Organizations (HMO) as an alternative to Fee-for-Service Medicaid. Services are also provided to assist in locating medical providers for pregnant women through the Prenatal Care Assistance Program (PCAP) and for Medicaid recipients under age 21 through the Child/Teen Health Plan (C/THP). The Disability Review Program gathers medical information and makes determinations of disability based on Social Security definitions in order to secure retroactive federal Medicaid reimbursement. It also assists Safety Net recipients with the Supplemental Security Income (SSI) application process. The Third Party Unit monitors Medicare and private health insurance policies as a means of reducing Medicaid payments. A Medicaid recovery process is also conducted to collect improperly paid Medicaid claims.

Healthy TANF Transitions (1650)**\$288,231****\$312,153**

This program maximizes health care coverage for individuals leaving the TANF rolls by linking them to Children's Medicaid Programs, Child Health Plus, Family Health Plus and available low-cost commercial insurance products. This program is funded through the TANF Transitional Services allocation.

Performance Measures

	Actual 2001	Est. 2002	Est. 2003
Eligibility Operations			
Medicaid average monthly caseload	37,466	40,500	41,500
Total Medicaid applications	24,092	28,000	28,500
application appointments offered	22,074	23,800	24,225
Division Food Stamp cases	14,608	15,225	15,440
SSI-Food Stamp average monthly caseload	6,802	6,825	6,840
Non-SSI (NPA) Food Stamp avg monthly caseload	7,806	8,430	8,600
Average monthly nursing home enrollment	3,180	3,190	3,205
Number of Medicaid Managed Care Plan Enrollees	44,304	48,000	50,000
% of Eligible Recipients Enrolled in a Medicaid Managed Care Program	95%	95%	96%
Long Term Home Health Care Enrollees	879	865	875
Personal Care Cases	88	130	155
Title XX Home Care Cases	137	150	165
Personal Emergency Response System Caseload	126	145	160

DEPARTMENT: Human and Health Services (050)
DIVISION: Children's Center (051-2000)

DIVISION DESCRIPTION

The Monroe County Children's Center is a secure regional detention facility that provides housing and care for Juvenile Delinquent and/or Juvenile Offender children who are awaiting Family Court action or transfer to other institutions. New York State reimburses the county 50% for Monroe County children and 100% for any out-of-county children.

The Children's Center also administers a contract with Hillside Children's Center to provide group home, non-secure foster homes and in-home detention for PINS and JD children who are awaiting Family Court action. The Hillside contract is budgeted in Social Services Programs Division, Adolescent Care (051-3415).

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	2,331,316	2,394,451
Equipment	7,000	5,599
Expenses	522,953	435,791
Supplies and Materials	70,728	56,583
Employee Benefits	661,733	854,172
Interfund Transfers	471,398	429,163
Total	4,065,128	4,175,759
<u>Revenue</u>		
State Aid	2,235,820	2,296,667
State Aid - Lunch Program	60,000	65,000
Total	2,295,820	2,361,667
<u>Net County Support</u>	1,769,308	1,814,092

BUDGET HIGHLIGHTS

***Expenses** and **Supplies and Materials** decrease consistent with cost reduction strategies. **Employee Benefits** includes increases in costs for medical benefits and retirement.*

***State Aid** is formula-based and increases as a result of the increase in appropriations.*

SECTION DESCRIPTIONS**2002****2003****Administration and Overhead (2001)****\$713,056****\$737,580**

The administrative staff manages the Children's Center (secure detention) and administers the contract with Hillside Children's Center for the operation of non-secure detention (see section 051-3415). Funds for building maintenance, utilities, and telephone services for the facility are centralized in this section's budget.

Child Care (2005)**\$2,580,817****\$2,686,694**

Child Care Workers provide 24-hour care and supervision to the children placed in the secure detention facility. A child's daily routine includes meals, school, sports, recreation, and household chores.

Supportive Services (2010)**\$771,255****\$751,485**

The staff in this section provide or arrange for appropriate counseling, medical, psychiatric, educational, recreational and spiritual programs and activities for the children in secure detention. Case files are maintained, and medical coverage is established for children in secure and non-secure detention.

Performance Measures**Secure Detention**

Admissions

**Actual
2001****Est.
2002****Est.
2003**

739

800

800

Care Days

16,745

17,500

17,500

DEPARTMENT: Human and Health Services (050)
DIVISION: Welfare Management System Support (051-2400)

DIVISION DESCRIPTION

The Welfare Management System (WMS) Support group maintains the four major state Social Services systems: 1) the Office of Temporary and Disability Assistance Welfare Management System, 2) the Department of Health WMS/Electronic Eligibility Determination Subsystem, 3) the Office of Children and Family Services Child Welfare Connections System and 4) the state Benefit Issuance and Control System (BICS). In addition, this group supports locally developed personal computer applications and the voice/data infrastructure for two state and one local network.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	442,669	371,934
Equipment	9,000	9,000
Expenses	369,626	112,755
Supplies and Materials	79,592	75,175
Employee Benefits	158,725	192,864
Interfund Transfers	135,486	86,444
Total	1,195,098	848,172
<u>Revenue Budgeted in Division (2400)</u>		
Federal Aid	618,941	446,477
State Aid	258,580	207,074
Sub-Total	877,521	653,551
<u>Revenue Shifted to Division (4000)</u>		
Federal Aid	34,380	28,382
State Aid	23,062	15,187
Sub-Total	57,442	43,569
Total	934,963	697,120
<u>Net County Support</u>	260,135	151,052

BUDGET HIGHLIGHTS

Personal Services, Expenses and Supplies and Materials decrease consistent with cost reduction strategies. *Employee Benefits* includes increases in costs for medical benefits and retirement. *Interfund Transfers* reflects a decrease in building maintenance.

Revenue reductions are related to the decrease in appropriations.

SECTION DESCRIPTION**2002****2003****Systems Support Group (2401)****\$799,672****\$526,781**

The Systems Support Group is a team of analysts whose primary responsibility is to provide ongoing support for four major state applications and three major computer systems. In addition, this staff works closely with various state entities to develop and implement enhancements to the existing systems and applications. The Systems Support group provides management analysis functions for Social Services administrators and implements automated processes for on-line staff.

Benefit Issuance Control System (BICS) (2405)**\$241,094****\$190,853**

The Benefit Issuance and Control System (BICS) is operated and maintained by a team of computer operators. The BICS staff receives files created by data fed into state applications from the Social Services program on a daily basis. From these files, BICS staff generates eligibility documents and accompanying reports for on-line staff each month. The BICS staff also produces vouchers and rosters each month for Finance. The BICS staff produces monthly state reports in printed and electronic formats for staff at all Social Services sites. They also update the Social Services server and county mainframe on a daily basis. The BICS staff is also responsible for maintaining the county Health Department's AS/400.

Technical Support Group (2410)**\$154,332****\$130,538**

The Technical Support Group is a team of technicians that are responsible for insuring the daily availability for state and county networks and for the initial trouble shooting for state and county WMS processors, WMS terminals, servers, multiple hubs, switches, routers, personal computers and printers at all Social Services sites. This staff is also responsible for the inventory, user and system security, installations, relocations and hardware and software upgrades for this equipment.

DEPARTMENT: Human and Health Services (050)
DIVISION: Social Services Programs (051-3000)
SECTION: Safety Net Assistance (3100)

SECTION DESCRIPTION

Safety Net Assistance is a state program that provides assistance to individuals not eligible for federal assistance such as Family Assistance or Supplemental Security Income. Although primarily for childless adults, Family Assistance participants who exceed the five year limit can receive non-cash benefits under this program. Safety Net Assistance recipients are limited to two years for cash assistance. After two years, non-cash assistance can be provided. The state and the county share equally in the costs of this program.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Safety Net Assistance	31,365,600	34,800,000
Emergency Assistance to Adults (EAA)	500,000	500,000
Total	31,865,600	35,300,000
<u>Revenue</u>		
State Aid	14,640,050	15,607,250
Repayments	2,500,000	4,000,000
Total	17,140,050	19,607,250
<u>Net County Support</u>	14,725,550	15,692,750

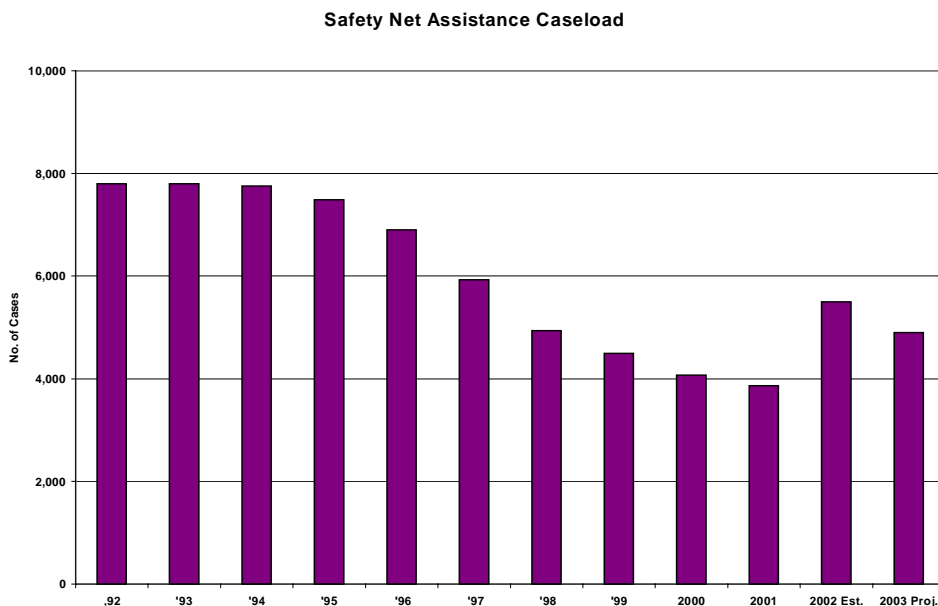
BUDGET HIGHLIGHTS

*The increase in appropriations for the **Safety Net Assistance** program is caseload-driven. As shown on the caseload bar graph that follows, after remaining relatively flat from 1992-1994, the Safety Net caseload declined by 8.7% in 1996, 13.3% in 1997, 16.8 % in 1998, 8.8% in 1999, 9.4% in 2000 and 3.4% in 2001. At the end of 2001, approximately 1,400 Family Assistance cases reached the 5-year limit and transitioned to Safety Net. Due to the continuation of this shift, the average number of cases from 2001 to 2002 is estimated to increase 42%. With the upcoming reorganization to a process vs. program driven approach, and increased attention to closing cases once recipients are deemed ineligible, Altrey Consulting projects reducing the caseload by 1,000 cases. For budget purposes, the department's original 2003 estimate, including further shift from Family Assistance, has been reduced by these 1,000 cases. The result is a decrease of 10.9% from the 2002 estimated and an increase of 8.9% from the budgeted caseload.*

Safety Net Assistance expenses are also a function of the cost per case and payments to recipients are based on schedules established by New York State which are not expected to change in 2003. The transferred cases from Family Assistance have a slightly higher cost per case because they are composed of families, not single adults.

SAFETY NET ASSISTANCE CASELOAD TRENDS

The graph below shows the average monthly caseload for Safety Net Assistance over the past ten years and the projected caseload for 2002 and 2003. In the Safety Net public assistance category, the caseload is projected to reach an estimate of 5,500 in 2002. The average monthly caseload assumed in the 2003 budget is 4,900.



SAFETY NET ASSISTANCE EXPENSE TRENDS

The graph below shows the total annual expenses for Safety Net Assistance over the past ten years and projected expenses for 2002 and 2003. The years beginning 2000 include a blended rate for Burials. As expected, expenses depend to a large degree on caseload levels and the transfer of cases from Family Assistance. However, increases in the cost per case also affect expenses. New York State did not change benefit levels in its 2002-2003 budget, however, the transferred cases have a slightly higher cost per case.



DEPARTMENT: Human and Health Services (050)
DIVISION: Social Services Programs (051-3000)
SECTION: Day Care (3200)

SECTION DESCRIPTION

Day care is purchased from all types of legal child care providers for children between the ages of six (6) weeks and fourteen (14) years. The funds in this section provide child care for Family Assistance recipients so they can work or participate in required employment activities; for families that are making the transition from public assistance to self-sufficiency; and for low income working parents. Day care is also provided when it is needed as part of a child services plan for children who have been abused or maltreated or whose caretaker is seriously ill in order to allow a child to remain at home rather than entering foster care.

Day care is primarily funded through the New York State Child Care Block Grant (NYSCCBG). The NYSCCBG allocation reimburses 75% of the cost of Family Assistance day care and 100% of Transitional and Low Income day care up to the level of the block grant allocation amount. Protective/Preventive day care is not included in the NYSCCBG funding mechanism but continues to be funded through a combination of federal Title XX funds, other state revenue sources and local funding.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Day Care	58,530,075	48,772,215
Total	58,530,075	48,772,215
<u>Revenue Budgeted in Division (3200)</u>		
State Aid	1,140,529	1,859,379
Sub-Total	1,140,529	1,859,379
<u>Revenue Shifted to Division (4000)</u>		
Federal Aid	2,569,287	2,439,815
State Aid	47,974,656	39,811,710
Sub-Total	50,543,943	42,251,525
Total	51,684,472	44,110,904
<u>Net County Support</u>	6,845,603	4,661,311

BUDGET HIGHLIGHTS

This is the sixth year of implementation for the New York State Child Care Block Grant. The decrease in appropriations and revenues reflects a reduction in the number of children served. The largest portion of the reduction is from the Family Assistance category with a growing number of employed families becoming self sufficient. A smaller portion of the reduction is from the low-income category, based on the level of available state funding. The expected level of state support in the 2002 budget, from additional child care reserve funds, was not realized. The 2003 amount reflects funding in proportion to the 2002-2003 state budget. There is also a net savings of \$500,000 built into 2003 based on recommendations from Altreya Consulting related to improved contract/vendor management.

DEPARTMENT: Human and Health Services (050)
DIVISION: Social Services Programs (051-3000)
SECTION: Family Assistance (3300)

SECTION DESCRIPTION

Family Assistance is a state program for needy families funded through the Temporary Assistance to Needy Families (TANF) federal block grant. The major components of Family Assistance include: maximum five year lifetime participation, job assessments and mandatory work activities for recipients with children over three months of age, domestic violence screening, standardized drug screening, and the requirement for teen parents to live at home. In addition, employed Family Assistance recipients will be able to retain more of their earned income. Although federal TANF funding is distributed to the states as a block grant, it is anticipated that there are sufficient funds to fund Family Assistance at the historical rate. Therefore, revenue estimates for 2003 are based on the traditional formula driven methodology: 50% federal, 25% state, 25% local.

BUDGET SUMMARY

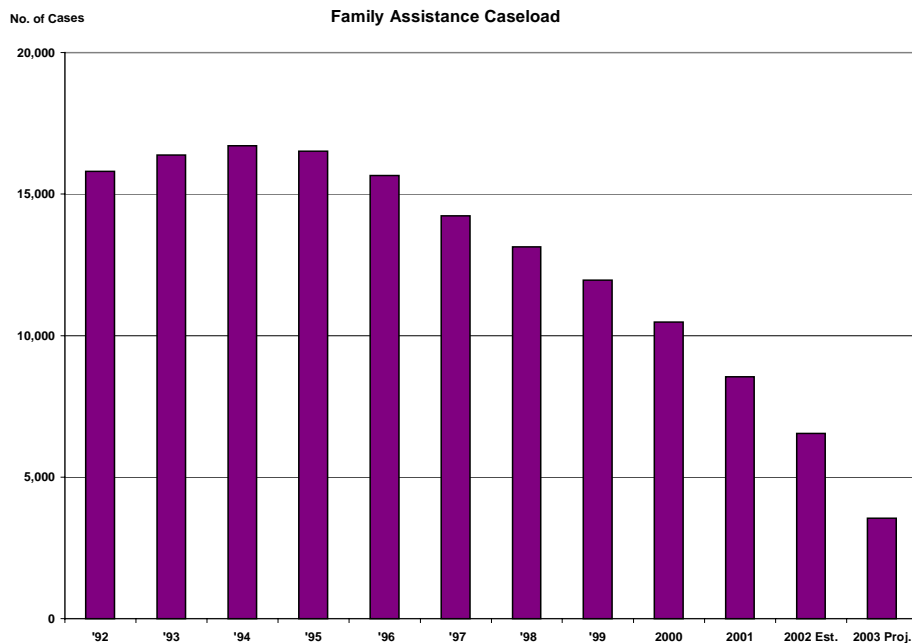
	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Family Assistance	58,574,400	29,266,200
Emergency Assistance to Families	750,000	750,000
Total	59,324,400	30,016,200
<u>Revenue</u>		
Federal Aid	26,426,068	19,168,100
State Aid	15,949,166	7,254,050
Repayments	1,000,000	1,000,000
Child Support Collections	2,253,000	2,253,000
Reimbursement by MCC	290,750	290,750
Total	45,918,984	29,965,900
<u>Net County Support</u>	13,405,416	50,300

BUDGET HIGHLIGHTS

*The decrease in appropriations for the **Family Assistance** program results from a continued shift of cases to Safety Net and caseload decline due to employment. As shown in the caseload bar graph that follows, the Family Assistance caseload declined by 5.2% in 1996, 9.1% in 1997, 7.8% in 1998, 9.0% in 1999, 12.4% in 2000 and 18.4% in 2001. The decrease in 2002 is estimated at 23.4%. With the upcoming reorganization to a process vs. program driven approach, and increased attention to closing cases once recipients are deemed ineligible, Altrey Consulting projects reducing the caseload by 2,000 cases. For budget purposes, the department's original 2003 estimate has been reduced by these cases. The result is a decrease of 45.8% from the 2002 estimated and 50% from the 2002 budgeted caseload. **Family Assistance** expenses are also a function of the cost per case and payments to recipients are based on schedules established by New York State which are not expected to change in 2003. **Federal Aid** for 2003 includes \$4.7 million in returns, through state audit of past years' Maintenance of Effort penalty, as estimated from funding set aside for counties in the 2002-2003 state budget. Without these returns the Net Count Support for 2003 would be \$4.7 million.*

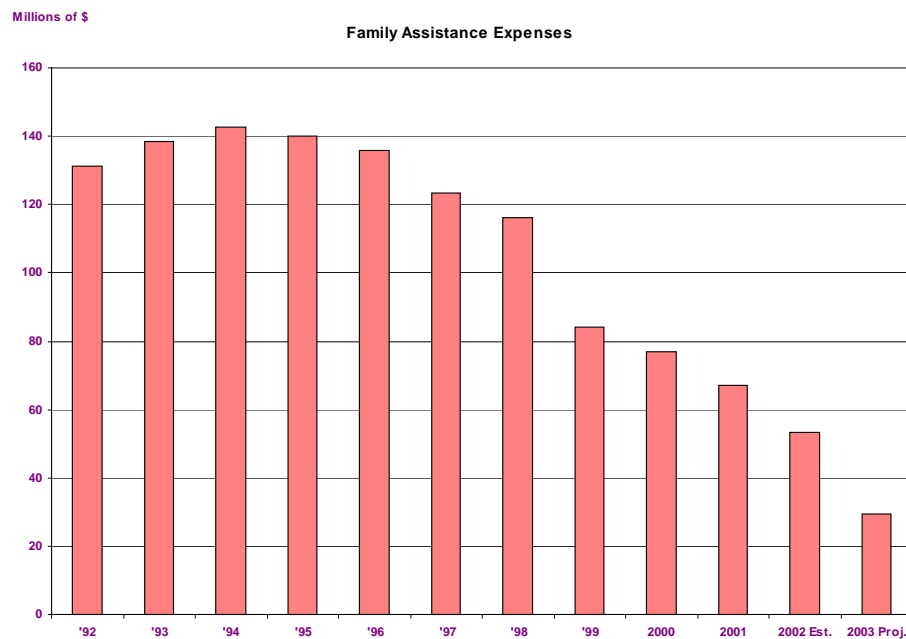
FAMILY ASSISTANCE CASELOAD TRENDS

The graph below shows the average monthly caseload for Family Assistance over the past ten years and the projected caseload for 2002 and 2003. The Family Assistance caseload is projected to decrease to an estimated 6,550 in 2002. The average Family Assistance monthly caseload assumed in the 2003 budget is 3,550.



FAMILY ASSISTANCE EXPENSE TRENDS

The graph below shows the total annual expenses for Family Assistance over the past ten years and the projected expenses for 2002 and 2003. Expenses depend to a large degree on caseload levels but changes in the cost per case also affect expenses. New York State did not change benefit levels in its 2002-2003 budget. Beginning in 1999, the graph shows day care expenses for Family Assistance recipients transferred to the Day Care division.



DEPARTMENT: Human and Health Services (050)
DIVISION: Social Services Programs (051-3000)
SECTION: Adolescent Care (3400)

SECTION DESCRIPTION

This section includes the costs of the care, housing, and instruction/training of persons involved in the following programs: Persons in Need of Supervision (PINS) and Juvenile Delinquent (JD) Care; New York State Juvenile Justice Facilities (former Division of Youth Facilities); and Non-Secure Detention.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
JD/PINS Care	9,125,000	8,963,250
Juvenile Justice Facilities	5,216,500	5,339,000
Non-Secure Detention	3,832,700	3,832,700
Total	18,174,200	18,134,950
<u>Revenue Budgeted in Division (3400)</u>		
State Aid	1,916,350	1,916,350
Repayments	100,000	100,000
Sub-Total	2,016,350	2,016,350
<u>Revenue Shifted to Division (4000)</u>		
Federal Aid	4,562,500	4,431,625
Sub-Total	4,562,500	4,431,625
Total	6,578,850	6,447,975
<u>Net County Support</u>	11,595,350	11,686,975

BUDGET HIGHLIGHTS

*Institutional rates are projected to increase approximately 2%. Funding for children in **Juvenile Justice Facilities** represents the amount the county is billed by New York State; appropriations for 2003 are based on spending trends in 2002. Recommendations from Altrey Consulting include a total reduction of 100 residential cases. A reduction of 10 appears here in JD/PINS Care, based on current trends, and 90 are reduced from Child Welfare (3600).*

UNIT DESCRIPTIONS**2002****2003****JD/ PINS Care (3401)****\$9,125,000****\$8,963,250**

A **Person in Need of Supervision** (PINS) is a youth, up to age 18, whose behavior is incorrigible and who is beyond lawful parental control. A **Juvenile Delinquent** (JD) is a youth between the ages of 7 and 16 years who has committed an act, which if it had been committed by an adult, would be considered criminal. Children are placed at various levels of care depending on the severity of the crime and individual circumstances.

In general, Family Court, upon recommendation from the Office of Probation-Community Corrections, places PINS children into various levels of care including foster homes, group homes, and residential treatment centers/institutions. These youth and their families usually have been served by a diversion program prior to placement. Where the diversion has not been successful or when a judge believes the problem is too severe to attempt diversion, a placement is ordered.

JD youth are typically placed in a juvenile justice facility run by the NYS Office of Children and Families. However, they may be placed by Family Court in a lower level of care when an environment appears either too restrictive or the child's emotional needs would be better served through a child welfare residential institution.

Juvenile Justice Facilities (3410)**\$5,216,500****\$5,339,000**

Children who have been adjudicated as juvenile delinquents or juvenile offenders by Family Court become the responsibility of the Office of Children and Family Services (OCFS) for placement. There are seven levels of care within the structure. Children with severe behavioral or management problems - generally visible through the crime they have committed - are placed in secure facilities; those with less severe problems or those who have benefited from higher levels of care can be placed in the least restrictive option - family foster care.

Non-Secure Detention (3415)**\$3,832,700****\$3,832,700**

This category represents the county's contract with Hillside Children's Center to provide group and family situations for children requiring temporary placement pending a Family Court appearance. Youth are placed in group situations at Hillside. Hillside is responsible for the recruitment, training, support and certification of such homes. This contract is administered by staff of the Children's Center (see division 051-2000); the Children's Center is also responsible for temporary placement of JDs.

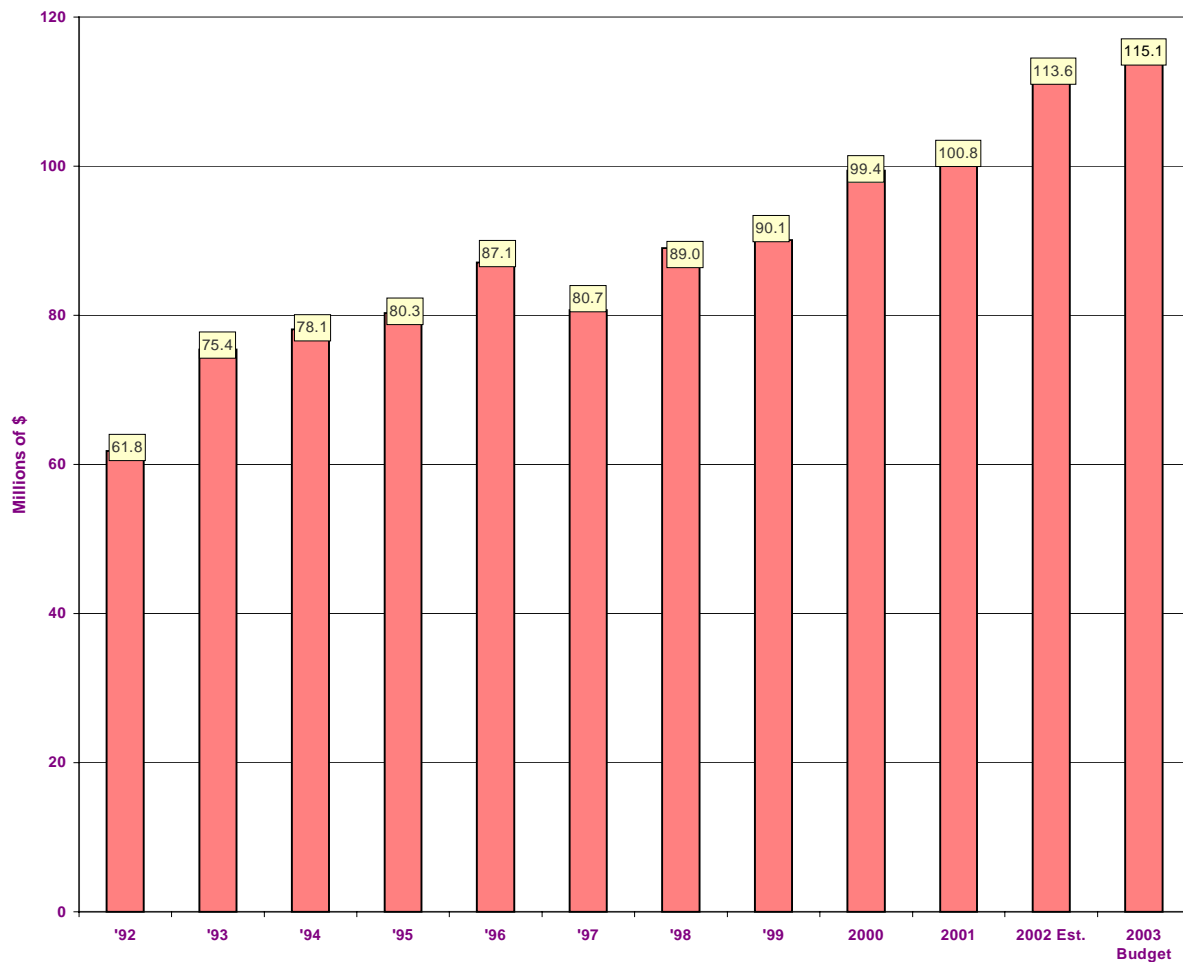
DEPARTMENT: Human and Health Services (050)
DIVISION: Social Services Programs (051-3000)
SECTION: Medicaid (3500)

SECTION DESCRIPTION

The Medicaid program is the federal government's "health insurer of last resort." This division represents the costs of medical services for those elderly, physically and mentally disabled recipients, and for qualifying children and adults who cannot afford to purchase health care services for themselves. This division also provides direct payments for third party health insurance premiums expense (which may be the difference between a family requiring public assistance or remaining self-sufficient) and transportation of clients who are unable to obtain their own transportation for medical visits. Under federal welfare reform, eligibility for Medicaid is determined separately from Family Assistance and Safety Net Assistance.

Medicaid costs are shared by the federal, state, and county governments; the share paid by each varies according to the type of service rendered. The state has responsibility for making most payments to providers of medical services through the "Medicaid Management Information System" (MMIS). The MMIS amounts shown in the Budget Summary on the next page represent only the portion billed back to the county. In addition, the county continues to be responsible for direct payment of certain services for which it receives partial reimbursement from the state and federal governments.

Medicaid Net Expense to Monroe County



BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
MMIS (Local Share only):		
Residential Health Care Facility	18,503,780	20,733,912
Hospital Inpatient Care	22,909,892	24,462,974
Clinic, Physician, and Dental Services	20,995,842	20,966,367
Health Insurance Premiums	19,448,373	23,019,930
Drugs and Sickroom Supplies	22,219,610	26,455,621
Home Services	14,176,288	17,792,416
Other	8,932,964	9,640,300
Intergovernmental Transfer (IGT) Payment-MCH	17,482,064	15,263,705
Total	144,668,813	158,335,225
Direct Payments:		
Home Services	125,000	125,000
Health Insurance Premiums	2,550,000	2,550,000
Scheduled Transportation	9,425,000	9,370,832
Subtotal	12,100,000	12,045,832
Total	156,768,813	170,381,057
<u>Revenue</u>		
Federal Aid	4,050,000	4,772,916
State Aid	4,175,000	5,280,208
Supplemental State Aid	22,500,000	25,500,000
Repayments/Refunds	4,000,000	4,500,000
Transfer from MCH (IGT)	17,482,064	15,263,705
Total	52,207,064	55,316,829
<u>Net County Support</u>	104,561,749	115,064,228

BUDGET HIGHLIGHTS

Net County Support for Medicaid from the 2002 Amended Budget to the 2003 Budget increases by \$10.5 million or 10%. A variety of factors influence Medicaid spending. The shift to Health Maintenance Organizations (HMO's) has helped to stabilize Inpatient and Outpatient expenses. However, prescription costs and Home and Community Based Services for the disabled have increased substantially over the past few years. There is additional HMO funding for the Family Health Plus and Child Health Plus programs.

Altrey Consulting recommends that increased attention be given to closing cases that are deemed ineligible, saving approximately \$4 million. Using this projection, Medicaid expense has been estimated at the 2003 budget level.

As part of a state plan to draw down additional federal revenue to county nursing homes and New York State, the state implemented the Intergovernmental Transfer Program (IGT) in December 1995. For 2003, the IGT program decreases to \$15.3 million. The federal government is phasing down the program. The 2003 budget reflects a decrease of 12.7%. Although the transaction is fiscally neutral for the Medicaid program, the appropriations need to be budgeted as an expense to the county. Monroe Community Hospital transfers the offsetting revenue to Social Services.

DEPARTMENT: Human and Health Services (050)
DIVISION: Social Services Programs (051-3000)
SECTION: Child Welfare (3600)

SECTION DESCRIPTION

This section includes the costs of services to children who need out of home assistance because of family problems, illness, neglect or abuse. Services include foster care placements, adoption subsidies, and care in institutions such as St. Joseph's Villa and the Hillside Children's Center.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Adoption Subsidy	6,930,000	7,369,200
Foster Care	28,933,010	26,101,214
Residential/Transitional Care	355,000	355,000
Independent Living Program Services	300,000	300,000
Special Children's Services - Maintenance	2,100,000	1,600,000
Total	38,618,010	35,725,414
<u>Revenue Budgeted in Division (3600)</u>		
Federal Aid	13,528,953	13,025,582
State Aid	4,473,438	4,126,622
Repayments	400,000	400,000
Sub-Total	18,402,391	17,552,204
<u>Revenue Shifted to Division (4000)</u>		
State Aid	14,206,227	11,279,225
Sub-Total	14,206,227	11,279,225
Total	32,608,618	28,831,429
<u>Net County Support</u>	6,009,392	6,893,985

BUDGET HIGHLIGHTS

The caseload for **Adoption Subsidy** is projected to increase by 7.9% or an average of 65 cases per month over the 2002 budget. Payments for **Residential/Transitional Care**, **Independent Living** and maintenance costs for **Special Children's Services** are based on current expense trends.

Recommendations from Altreya Consulting include rate renegotiation, enhanced utilization of existing facilities and a total reduction of 100 residential cases. A reduction of 10 cases is located in Adolescent Care (3400) and 90 are reduced here in Foster Care. A portion of the reduction in placements will be achieved through a greater use of preventive services. During 2002, Social Services, along with Probation and Mental Health, implemented the Monroe County Youth and Family Partnership. This is a joint program to deliver a system of intensive, in-home, community based support for teens and their families, substituting for residential placement. These preventive services, and PINS Diversion services, to address the increase in PINS ages, are located in Purchase of Services (3800).

The decrease in **State Aid** results from the estimated level of the Foster Care Block Grant based on the 2002-2003 state budget.

UNIT DESCRIPTIONS**2002****2003****Adoption Subsidy (3605)****\$6,930,000****\$7,369,200**

Social Services is the public agency responsible for placement of children in permanent, adoptive homes, once they are freed for adoption. Subsidies are available for families wishing to adopt special needs children and older children. Medical subsidies are also available to help families adopt children with on-going medical or psychiatric needs. Subsidies are estimated for about 890 children in 2003. This projected increase reflects the continuing emphasis on freeing more children for adoption.

Foster Care (3610/3615)**\$28,933,010****\$26,101,214**

Temporary residential care for children is provided in foster family homes, group homes and residences, and in institutions. Over half of the placements are child abuse or neglect-related. Although family foster care is substantially less expensive than institutional care, for some children with multiple problems, family care is not appropriate.

Transitional and Residential Care (3620)**\$355,000****\$355,000**

Transitional care is available to mentally or developmentally disabled persons in foster care who have reached the age of 21 and have no other appropriate placement alternative. Mentally ill youth between the ages of 5 and 21 requiring fully integrated longer-term mental health treatment services may be placed in a residential treatment facility.

Independent Living Program (3630)**\$300,000****\$300,000**

Youth leaving foster care receive intensive preparation and follow-up services designed to prevent the need to return to foster care. An agency works with youth on independent living skills, and with the youth and his/her parents where necessary to help with preparation from care to independent living arrangements.

Special Children's Services - Maintenance (3650)**\$2,100,000****\$1,600,000**

Payments of maintenance costs (room and board) for school-age children placed by school districts in residential facilities is the responsibility of counties. Rates are established by New York State. The county's role is restricted to payment and claims for reimbursement.

DEPARTMENT: Human and Health Services (050)
DIVISION: Social Services Programs (051-3000)
SECTION: Purchase of Services (3800)

SECTION DESCRIPTION

Social Services contracts for those services beyond its capacity or expertise to deliver. These services largely involve preventive and protective services for both adults and children.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Homemaker/Housekeeper	300,000	240,000
Preventive Services	8,766,269	7,878,716
Protective Services	754,680	573,996
Adoption	105,394	88,019
Information & Referral	638,473	291,250
Domestic Violence	321,453	244,304
Other Title XX	293,000	293,000
Total	11,179,269	9,609,285
<u>Revenue Budgeted in Division (3800)</u>		
State Aid	2,544,454	3,667,563
Donated Funds	105,607	0
Sub-Total	2,650,061	3,667,563
<u>Revenue Shifted to Division (4000)</u>		
Federal Aid	6,640,428	4,516,879
Sub-Total	6,640,428	4,516,879
Total	9,290,489	8,184,442
<u>Net County Support</u>	1,888,780	1,424,843

BUDGET HIGHLIGHTS

Reductions across categories of contracted services are consistent with cost reduction strategies. The overall contract amount is a decrease, however, included in the 2003 budget is level funding for PINS Diversion services to address the increase in PINS ages. Also included is increased funding for the Monroe County Youth and Family Partnership which provides intensive preventive services as a substitute for foster care placement.

*The overall **Revenue** reduction is due to changes in expense levels and changes in allocation award levels. The use of **Donated Funds** is on hold pending the implementation of the reorganization plan for this section.*

UNIT DESCRIPTIONS**2002****2003****Homemaker/Housekeeper (3805/3810)****\$300,000****\$240,000**

Homemaker services and housekeeping services are purchased to help families and individuals remain in their own homes, avoid foster care placements or some level of out-of-home adult care, including hospitalization. Trained homemakers perform home and personal care tasks for clients.

Adoption (3820)**\$105,394****\$88,019**

Social Services is the public agency responsible for placement of children in permanent, adoptive homes, once they are freed for adoption. Adoption programs promote permanency planning and prevention of long-term foster care placement. Adoptive services include: evaluation of placement needs, identifying and securing adoptive homes, training and counseling prospective parents, instituting necessary legal proceedings.

Information and Referral (3825)**\$638,473****\$291,250**

Information and Referral Services are purchased to assist various community members in locating supports and services to meet their needs. The Family Resource Centers, Lifespan Eldersource-Elder Care Management and Elder Service Hotline are funded in this section.

Preventive and Protective Services (3830/3840/3845)**\$9,520,949****\$8,452,712**

Preventive services for children consist of supportive and rehabilitative services provided to children and their families to prevent foster care placement or to enable a child to return to the family from foster care. The assumption underlying these efforts is that a child's best interest is staying with the biological family rather than in foster care if the family can resolve their problems with community based services. A family may receive preventive services alone or preventive services may be given as part of a child services plan accompanying other services, such as day care, or foster care. **Protective** services are provided on behalf of a child who has been neglected, abused or maltreated and consist of counseling, therapy, emergency shelter, legal representation, etc. **Preventive and Protective** services for adults assist persons, often the elderly, who are unable to protect their own interests and/or have problems that prevent them from functioning effectively in the community.

Title XX - Other (3850)**\$293,000****\$293,000**

This category provides services for teenage parents and transportation to obtain preventive services and to and from day care services for children from families that are unable to transport them.

Domestic Violence (3860)**\$321,453****\$244,304**

Funding for this program provides residential and non-residential services to victims of domestic violence. The program serves residents not eligible for Temporary Assistance.

DEPARTMENT: Human and Health Services (050)
DIVISION: Children and Family Services Allocations (051-4000)

DIVISION DESCRIPTION

This division consolidates revenues received from the state and federal government in the form of block grants or capped allocations designated to fund various children and family services. These funds support both administrative and programmatic activities, and as a result, most of the allocations are distributed as revenue to multiple budget accounts. Budget accounts receiving revenue from one or more of these sources include: Central Administration (051-0100), Children and Family Services (051-0400), Temporary Assistance (051-0800), Staff Development (051-1200), Systems Support (051-2400), Day Care (051-3200), Adolescent Care (051-3400), Child Welfare (051-3600) and Purchase of Services (051-3800). The distributed revenue for 2002 and 2003 is identified in the Budget Summary of each account in italics as revenue shifted to Division (4000). This division represents the sum of all the Federal and State Allocation amounts.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Federal Allocations</u>		
TANF EAF - JD/PINS	4,562,500	4,431,625
Title XX	8,742,175	10,837,809
Title IV-B Preventive Services	570,000	550,000
TANF EAF - Set Aside	6,697,639	3,273,313
Total	20,572,314	19,092,747
<u>State Allocations</u>		
Family and Children Services Block Grant	17,822,156	0
Foster Care Block Grant	0	14,062,407
Child Care Block Grant	49,407,343	41,324,392
Total	67,229,499	55,386,799
Grand Total	87,801,813	74,479,546

BUDGET HIGHLIGHTS

Revenue increases and decreases in the federal amounts above are due to changes in the allocations levels. The 2002-2003 state budget implemented the change from the Family and Children Services Block Grant to the Foster Care Block grant. The funding formula is intended to encourage preventive services and decrease foster care. The Child Care Block Grant amount assumed in the 2002 budget was not realized. The 2003 amount reflects funding in proportion to the 2002-2003 state budget.

DEPARTMENT: Human and Health Services (050)
DIVISION: Home Energy Assistance Program (051-4200)

DIVISION DESCRIPTION

This division distributes funds available for relief from excessive energy costs to eligible low income households in Monroe County. Social Services works in conjunction with the Office for the Aging and Action for a Better Community to certify applicants and to provide administrative services for allocation of funds. The program is 100% federally funded. While it is not known at what level the program will be funded in 2003, staff continue to be authorized so that no delays in service will occur.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	602,582	0
Equipment	49,018	0
Expenses	460,506	0
Public Assistance Benefits	4,287,670	0
Supplies and Materials	216,807	0
Employee Benefits	134,810	0
Interfund Transfers	58,546	0
Total	5,809,939	0
<u>Revenue</u>		
Federal Aid	5,809,939	0
Total	5,809,939	0
<u>Net County Support</u>	0	0

BUDGET HIGHLIGHTS

Grant funding for 2003 will be appropriated when received from the federal government.

DEPARTMENT: Human and Health Services (050)
DIVISION: Grants (051-4500)

DIVISION DESCRIPTION

The number of grants administered by the department varies annually depending on federal/state funding levels and initiatives. Monroe County has been fortunate to be the recipient of a number of grants designed to improve the quality of life for its residents.

In general, grants require no local revenues although occasionally some matching funds may be necessary. Most grants span specific time frames, generally one year.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	1,544,833	0
Equipment	46,719	0
Expenses	2,194,236	0
Public Assistance Benefits	496,259	0
Supplies and Materials	241,047	0
Employee Benefits	337,236	0
Interfund Transfers	152,418	0
Total	5,012,748	0
<u>Revenue</u>		
Federal Aid	3,742,765	0
State Aid	1,237,582	0
Miscellaneous Grants & Payments	32,401	0
Total	5,012,748	0
<u>Net County Support</u>	0	0

BUDGET HIGHLIGHTS

Grant funding for 2003 will be appropriated when received.

<u>SECTION DESCRIPTIONS</u>	<u>2002</u>	<u>2003</u>
Homeless Intervention Program (4527)	\$127,498	\$0
This state grant facilitates a rapid transition to permanent housing and prevents a return to homelessness for all families placed in Social Services emergency leased housing.		
Day Care Registration & Compliance Grant (4538)	\$601,725	\$0
This 100% state grant will be used to process applications for family day care registration and conduct home inspections as required by New York State. Funding also provides orientation and training of all family day care providers.		
Medicaid Managed Care Grant (4541)	\$285,996	\$0
This 100% state grant is provided to facilitate the implementation of the mandatory managed care program for Medicaid recipients in Monroe County. The grant supports such items as information tracking systems, office equipment, office furniture, consulting services, meeting accommodations, staff support services and related travel for conferences concerning managed care.		
Youth Emergency Housing Project (4547)	\$32,401	\$0
This program provides older homeless youth with necessary information, application assistance, eligibility interviews and community referrals for needed services to encourage youth to access independent living sites and services, and permanent housing. The Monroe County Youth Bureau reimburses this program.		
Child Welfare Caseworker Education Program (4556)	\$60,833	\$0
This state grant provides graduate social work education for child welfare staff working in New York State's inner cities. Monroe County's social services district is one of several districts in the state that met the criteria established by state legislation.		
Nutrition Education Project (4558)	\$204,193	\$0
This grant enables Food Stamp recipients to manage their food resources more effectively, increase their consumption of plant food, adopt safe food handling techniques, and incorporate healthy eating practices into their lifestyle. The operation of the project is through a contract with the Cornell Cooperative Extension of Monroe County.		
Supportive Housing/Families First Program (4562)	\$53,100	\$0
This federal program was developed in response to Welfare Reform legislation requiring homeless youth, ages 16 to 18, to reside with a relative or responsible adult in order to receive Temporary Assistance benefits. Social Services will assist homeless youth in locating an adult willing to care for them or provide housing in a "Second Chance Home".		
Local District Performance Award (4564)	\$304,528	\$0
This award from the New York State Office of Temporary and Disability Assistance received for exemplary performance in providing transitional child care services, will be used to upgrade the Social Services Westfall Road facility and improve operating efficiency and customer service.		
The Local District Performance Award will be used to purchase new equipment and computers, and cover construction costs that will enhance departmental services and assist eligible Temporary Assistance to Needy Families (TANF) individuals become self-sufficient.		

	<u>2002</u>	<u>2003</u>
Transitional Opportunities Program (4567)	\$201,494	\$0

The Transitional Opportunities Program (TOP) grant provides funding to establish offices specifically to serve employed Family Assistance recipients. Funds will be used to obtain equipment and modular furniture for existing staff who will be moving to the TOP offices.

TANF Long Term Case Management Project (4570)	\$91,296	\$0
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Provisions of the Personal Responsibility and Work Opportunity Act of 1997 require local social services districts to provide services to TANF recipients to assist them in becoming self-sufficient prior to exhausting their maximum five year limit for federal TANF assistance. Under this grant, Social Services, in conjunction with its contracted community partners, will provide direct transitional services to current and former Family Assistance recipients.

CASP III (Consolidated Application for State Administered Programs) (4572)	\$3,049,684	\$0
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This represents funding from the New York State Department of Labor for projects and contracts which increase the number of TANF households engaged in work. Social Services, in conjunction with its job training contractors, will provide face-to-face assessment and work experience opportunities and job placements for TANF eligible individuals.

DEPARTMENT: Human and Health Services (050)
DIVISION: Health and Social Services
Building Services (051-9100)

DIVISION DESCRIPTION

This division provides support to departments located in the Health and Social Services Building as well as several satellite offices. The services provided include a central telephone system, inter-departmental mail delivery, postage metering, messenger service, and a central supply stockroom.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	386,829	267,340
Expenses	538,909	529,632
Supplies and Materials	226,150	198,150
Employee Benefits	166,294	198,742
Interfund Transfers	204,648	146,320
Total	1,522,830	1,340,184
<u>Revenue</u>		
Transfers from Other Funds	1,522,830	1,340,184
Total	1,522,830	1,340,184
<u>Net County Support</u>	0	0

BUDGET HIGHLIGHTS

***Personal Services, Expenses and Supplies and Materials** decrease consistent with cost reduction strategies. **Employee Benefits** includes increases for medical benefits and retirement. **Interfund Transfers** reflects a decrease in building maintenance.*

SECTION DESCRIPTIONS**2002****2003****Administration (9101)****\$252,581****\$183,082**

This section coordinates and manages Building Services activities. In addition to the supervision of division personnel, specific duties include the monitoring of changes in telephones and office space assignments. This section serves as a cost center for interdepartmental charges.

Switchboard (9105)**\$137,040****\$121,569**

This section coordinates the central telephone system in the Health and Social Services building and is also responsible for maintaining the efficiency of the switchboards in the other Social Services satellites.

Stockroom (9115)**\$348,901****\$306,280**

Central stockroom activities include the ordering, receiving, storage, and distribution of supplies and equipment.

Mailroom (9120)**\$541,965****\$526,058**

Mailroom operations staff receive and distribute incoming mail and prepare outgoing mail for pickup by the United States Postal Service.

Inter-Building Services (9125)**\$242,343****\$203,195**

This section transports mail, supplies, and other materials between the Health and Social Services Building.

STAFF

<u>Total</u>	<u>Title</u> Full Time	<u>Group</u>
1	Director of Social Services	27
1	Deputy Director of Social Services	22
1	Deputy Director of Income Maintenance	22
1	Deputy Director - Medical Assistance Program	22
1	Coordinator of Children's Center	19
1	Deputy County Attorney II	19
1	Research Coordinator	19
1	Coordinator Staff Development	18
3	Administrative Caseworker	59
1	Administrative Examiner	59
2	Administrative Caseworker	17
3	Administrative Examiner	17
1	Employment Coordinator	17
1	Human Services Evaluation Coordinator	17
1	Social Services Investigative Coordinator	17
1	System Support Supervisor	17
1	HMO Coordinator	16
1	Network Administrator I	16
1	Domestic Violence Program Coordinator	58
1	Emergency Housing Coordinator	58
1	Home Care Services Coordinator	58
2	Community Liaison	15
1	Information Services Business Analyst II	15
1	Juvenile Justice Planner	15
1	Senior Human Services Planner	15
1	Senior Writer	15
2	Systems Analyst	15
29	Casework Supervisor	57
1	Principal Child Care Worker	57
1	Project Coord.-Devel. Disabled Children	57
1	Clinic Coordinator	14
1	Management Analyst	14
1	Associate Legal Assistant	56
1	Drug & Alcohol Specialist	13
1	Child Development Specialist	55
30	Senior Caseworker	55
1	Senior Energy Program Coordinator	55
1	Senior Legal Assistant	55
3	Supervising Child Care Worker	55
27	Supervising Examiner	55
1	Supervising Social Services Investigator	55
3	Teacher	55

<u>Total</u>	<u>Title</u>	<u>Group</u>
1	Executive Secretary to Director of Social Services	12
1	Human Resources Assistant	12
1	Program Analyst	12
1	Public Health Nurse	12
1	Neighborhood Service Rep-Bilingual	54
1	Senior Social Services Investigator	54
1	Supervising Emergency Housing Specialist	54
1	Asst. Supervisor of Office Services	11
4	Registered Nurse	11
181	Caseworker	53
8	Caseworker-Bilingual	53
3	Legal Assistant-Fair Hearing	53
5	Senior Child Care Worker	53
3	Senior Energy Program Evaluator	53
58	Senior Examiner	53
4	Senior Examiner-Bilingual	53
11	Social Services Investigator	53
1	Supervising Eligibility Evaluator	53
1	Administrative Secretary	10
4	Clerk Grade 1	10
1	Computer Operator	10
1	Confidential Secretary-Deputy Director For Serv.	10
1	Maintenance Mechanic 1	10
1	Secretary I	10
1	Secretary I-Stenographer	10
1	Senior Emergency Housing Specialist	52
1	Stockroom Supervisor	9
1	Systems Assistant	9
29	Child Care Worker	51
2	Eligibility Evaluator II	51
223	Examiner	51
13	Examiner-Bilingual	51
1	Inventory Control Supervisor	8
3	Emergency Housing Specialist	50
7	Clerk Grade 2	7
6	Clerk Grade 2 with Typing	7
1	Secretary II	7
2	Senior Data Entry Operator	7
3	Child Care Visitation Worker	49
7	Eligibility Evaluator	49
17	Energy Program Evaluator	49
5	Identification Technician	49
1	Senior Telephone Operator	6
1	Account Clerk Typist	5

<u>Total</u>	<u>Title</u>	<u>Group</u>
22	Clerk Grade 3	5
51	Clerk Grade 3 with Typing	5
2	Data Entry Operator	5
3	Driver-Messenger	5
1	Messenger - Stockkeeper	5
2	Receptionist	5
1	Receptionist-Typist	5
2	Telephone Operator	4
9	Casework Aide	46
1	Laborer Light	3
6	Clerk Typist	2
8	Clerk Grade 4	2
<hr/> 864	Total Full Time	
Part Time		
1	Supervising Child Care Worker, Part Time	55
1	Supervising Examiner (48)	55
2	Caseworker	53
14	Caseworker (48)	53
6	Caseworker, Per Diem	53
1	Senior Child Care Worker	53
1	Senior Examiner (48)	53
14	Child Care Worker	51
8	Examiner (48)	51
1	Emergency Housing Specialist (48)	50
3	Child Care Visitation Worker (48)	49
5	Clerk, Part Time	Hourly
<hr/> 57	Total Part Time	
<hr/> 921	Total 2003	

DEPARTMENT: Human and Health Services (050)
DIVISION: Special Children's Services (052-0600)

DIVISION DESCRIPTION

Special Children's Services are state-mandated programs for children with disabilities. Through early intervention the functional abilities of the children are maximized, and the need for costly services later in childhood will be reduced.

The two programs in this division are the Early Intervention (EI) Program for children ages birth up to three years of age and the Education for Children with Disabilities (ECD) Program.

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	0	690,576
Expenses	0	267,709
Public Assistance Benefits	0	26,810,100
Supplies and Materials	0	901
Employee Benefits	0	200,229
Interfund Transfers	0	38,942
Total	0	28,008,457
<u>Revenue</u>		
Early Intervention Services	0	7,397,101
Children with Disabilities	0	10,414,738
Grant Funds	0	30,000
Total	0	17,841,839
<u>Net County Support</u>	0	10,166,618

BUDGET HIGHLIGHTS

For 2003, Special Children's Services has been transferred to Human and Health Services based on recommendations from Altreya Consulting. The 2002 Amended Budget appears in the Department of Public Health, Special Children's Services (001-058-0600).

The reductions in the Early Intervention Program include cost savings associated with an initiative to work closely with the professional community to establish the optimal level of services to be provided to qualified children. Additionally, the reductions reflect a rationalization of service provider rates.

The reductions in the Education for Children with Disabilities Program are the result of cost savings to be achieved through collaboration with caregivers, schools and parents to ensure that children are receiving the appropriate level of services in a fiscally responsible manner.

SECTION DESCRIPTIONS**2002****2003****Early Intervention Program (0610)****\$0****\$10,960,419**

Early Intervention is a state-mandated entitlement program. The goal of this program is to ensure that families of infants and toddlers with suspected or confirmed developmental delays receive services appropriate to their needs through the provision of service coordination and development of Individual Family Service Plans.

Staff provide initial service coordination and municipal oversight to children and families eligible for the program to ensure that the child's and the family's needs are met and that the EI services provided are effective and appropriate. Outcome measures include the percent of children with an Individualized Family Services Plan developed within 45 days and who receive services within 2 weeks of the plan date.

**Education for Children with
Disabilities Program (0650)****\$0****\$17,048,038**

The goal of this program is to ensure that children ages 3-5 with disabilities receive special education services appropriate to their needs in a cost effective manner.

Ages 3 - 5

Under section 4410 of the Education Law, school districts are responsible for eligibility and placement determinations for preschool children. Committees on Preschool Special Education (CPSE's) have been established in each school district. Evaluations are conducted and service recommendations are made by preschool program providers. Based on changes in federal law, emphasis is now being placed on serving children in "the least restrictive environment" that will meet their needs. Based on their needs, children are served along a continuum, beginning with community-based related services and moving toward a special class, five days a week, for the most involved children.

In 1993, the State Education Department (SED) implemented a price-based methodology for reimbursing evaluation costs. Formerly, these costs were bundled as part of tuition rates. Over time, this should enable SED to equalize and reduce evaluation costs. However, this change has doubled the volume of authorizations, payments, and claims to be processed by the county.

Ages 5 - 21

School-age children receiving special education may be eligible for the summer program as determined by the school district Committee on Special Education (CSE). On an annual basis, 10% of these costs are charged back to the county by the State Education Department.

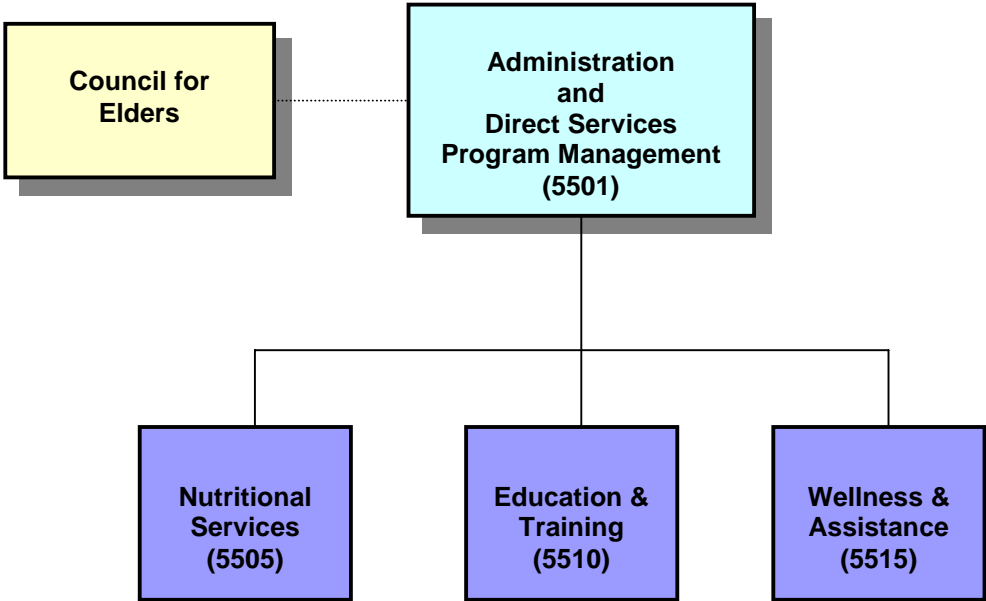
Performance Measures

	Actual 2001	Est. 2002	Est. 2003
Percent of infants/toddlers in EI with an initial Individual Family Services Plan completed within 45 days of referral	68.2%	80%	80%

STAFF

<u>Total</u>	<u>Title</u> Full Time	<u>Group</u>
1	Early Intervention Services Supervisor	13
10	Assistant Health Services Coordinator	12
1	Assistant Health Services Coordinator-Bilingual	12
1	Public Health Nurse	12
1	Clerk Grade 1	10
1	Clerk 2 with Typing	7
<u>2</u>	Clerk Grade 3 with Typing	5
<u>17</u>	Total Full Time	
17	Total 2003	

OFFICE FOR THE AGING (055)



DEPARTMENT: Human and Health Services (050)
DIVISION: Office for the Aging (055)

DIVISION DESCRIPTION

The Office for the Aging has the responsibility to plan, coordinate, fund and advocate for a comprehensive system of services that reflect the needs of older county residents. Each year a service plan is developed with services targeted to persons with the greatest economic and social need, and with emphasis placed on serving minority residents. An 18-member Council for Elders, appointed by the County Executive, assists in determining funding and programmatic priorities.

STRATEGIC FRAMEWORK

Mission

“TO EXCEL IN AGING WELL.”

The Office for the Aging is committed to providing excellent service to the community through opportunities which enhance the quality of life for the aging population.

Key Result Areas

Customer Focus: Customers are delighted with the service(s) they receive.

Human Resource Management: A physical and psychological atmosphere exists in which employees share responsibility for achieving our mission.

Process Management: Customer services are appropriate, flexible and reliable, and are delivered in an efficient and responsive manner.

Performance Results: The best service is provided in the most fiscally responsible manner.

Leadership: Leadership fosters an environment that encourages performance excellence.

Key Result Measures

Customer Focus: Customer satisfaction surveys, response time tracking.

Human Resource Management: Participation in professional development opportunities.

Process Management: Auditor/evaluator reports, cycle time improvement projects.

Performance Results: Performance against budget.

Leadership: Leadership assessment survey.

2002 Major Accomplishments

- Conducted Fifth Annual Miles for Meals Walkathon in partnership with more than 25 senior meal programs and corporate sponsors. Nearly \$59,000 was raised in cash and in-kind services. The funds will be used to support nutrition programs
- The Alzheimer's Association was the successful recipient of federal Title III-E funding for family caregivers. The funding will be used for information, referral and counseling for persons with dementia and their non-professional caregivers
- The Office for the Aging and the Alzheimer's Association were selected by the New York State Office for the Aging to participate in a federal grant from the Administration on Aging. The purpose of the grant is to identify and provide direct services to persons 60 and older who have both dementia and developmental disabilities
- The Office for the Aging and the local chapter of the Arthritis Association will collaborate on a grant from New York State in a train the trainer program designed to recruit minority trainees who will conduct exercise classes to alleviate the chronic pain of Arthritis

2003 Major Objectives

- Complete the implementation of the Provider Resource Network
- Complete the 10-year Senior Action Plan

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	778,206	590,496
Expenses	215,314	156,672
Agency Contracts	4,350,070	3,919,770
Supplies and Materials	14,219	10,119
Employee Benefits	168,796	179,298
Interfund Transfers	335,005	349,096
Total	5,861,610	5,205,451
<u>Revenue</u>		
Federal Aid	2,745,703	2,635,539
State Aid	1,990,806	1,912,049
OASIS	76,303	81,940
Participation Fees	21,375	3,500
Total	4,834,187	4,633,028
<u>Net County Support</u>	1,027,423	572,423

BUDGET HIGHLIGHTS

***Personal Services** will include allocation funding which will be received throughout the year. Also, **Personal Services** and **Agency Contracts** decreases are consistent with cost reduction strategies. **Employee Benefits** are increasing due to early retirement, retirement and retired medical.*

PROGRAM DESCRIPTION**2002****2003**

The Monroe County Office for the Aging receives funding from a variety of sources including federal, state, local and participant contributions to provide services in various program areas. Local sources include county, corporate, United Way and foundation funds. The county's administrative expenses are included within program areas. A brief description of the programs sponsored through this office and the funding sources follows:

**Administration, Direct Services &
Program Management (5501)****\$1,393,681****\$1,177,978**

This division is responsible for the fiscal and programmatic planning and administration of all operations included within the strategic framework of the Office for the Aging. The program management includes support in management and service monitoring, and providing information, assistance and technical support to subcontractors and constituents. In addition, this division provides health advocacy surrounding a variety of health care topics including Medicare, Medicaid, and private health insurance programs. The division also provides direct services in nutrition and counseling education, senior center sanitation and weatherization assistance.

Nutrition Services for the Elderly (5505)**\$1,709,141****\$1,513,083**

This division is responsible for the Congregate and Home Delivered Meal Programs. The Congregate Meal Program provides hot, nutritious meals in a group setting to persons age 60 years and older and their spouses. The Home Delivered Meal Program funds the provision of at least one home delivered meal, seven days a week, to eligible homebound persons age 60 years and older.

Education and Training (5510)**\$546,094****\$468,149**

This division is responsible for providing, through sub contractors, a variety of health, education and caregiver training, subsidized employment and job training, and health promotion and disease prevention programming.

Wellness and Assistance (5515)**\$2,212,694****\$2,046,241**

This division provides funding in order to assist seniors with numerous activities that facilitate and promote the overall wellness of our elderly population. Services funded within this division include; legal and financial counseling, casework assessment, personal care, respite, escorted transportation services and information and assistance.

Performance Measures

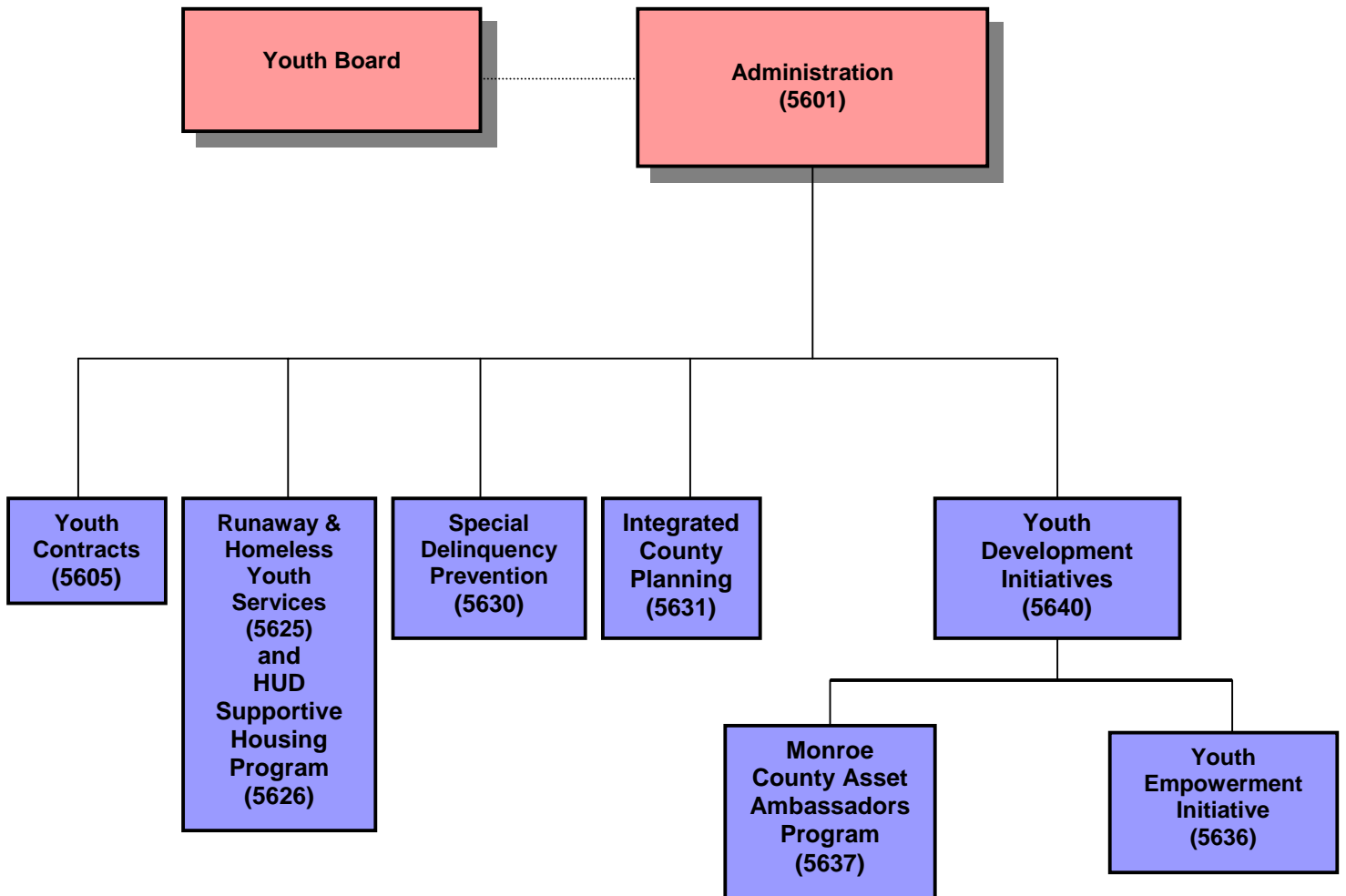
	Actual 2001	Est. 2002	Est. 2003
Senior Citizens Served - by Program*			
Health Insurance Information			
HIICAP	4,464	3,100	3,100
Older Adult Services & Information System			
OASIS Participants	5,760	5,100	6,000
Older Americans Act			
Financial Management	345	370	370
Transportation	563	700	700
Legal Services	520	615	615
Employment Services	25	50	50
Congregate Meals (Senior Centers)	170,745	185,376	150,000
Home Delivered Meals	71,197	81,000	81,000
Family Caregiver Support Program	0	520	520
Supplemental Nutrition Assistance Program			
SNAP Home Delivered Meals	73,885	52,000	52,000
SNAP Congregate Meals	11,533	11,533	11,533
Community Services for the Elderly			
Counseling	227	200	0
Benefit Assistance	5,609	6,100	6,150
Home Support	596	720	720
Adult Day Care Services	63	65	65
Information/Referral	15,000	15,000	15,000
Expanded In-Home Services Program			
Home Support Services	432	435	435
Case Management	540	550	550
Wellness Programs			
Senior Center Activities	4,797	4,455	3,000
Arts/Crafts Instruction	570	0	0
Special Events	2,399	2,300	0
Caregiver Resource Center			
Caregiver Education	320	300	400
Health Promotion/Disease Prevention			
Health Promotion	1,357	800	500

*All units of service are "people served" except for those noted as "meals"

STAFF

<u>Total</u>	<u>Title</u>	<u>Group</u>
	Full Time	
1	Director of the Office for the Aging	20
1	Assistant Director Office for the Aging	17
1	Nutrition Program Administrator	15
1	Contract Compliance Monitor - Office for the Aging	13
1	In-Home Services Coordinator	13
1	Research Analyst	13
2	Dietary Consultant	12
1	Oasis Program Manager	12
1	Secretary to Director-Office for the Aging	8
1	Clerk Grade 2 with Typing	7
<hr/> 11	Total Full Time	
	Part Time	
1	Health Advocacy Specialist	13
1	Assistant Nutritionist	12
1	Energy Program Evaluator, Part Time	49
1	Senior Recreation Instructor, Part Time	6
1	Senior Application Examiner	Hourly
4	Application Examiner, Part Time	Hourly
1	Clerk Seasonal	Hourly
<hr/> 10	Total Part Time	
<hr/> 21	Total 2003	

ROCHESTER-MONROE COUNTY YOUTH BUREAU (056)



DEPARTMENT: Human and Health Services (050)
DIVISION: Rochester-Monroe County Youth Bureau (056)

DIVISION DESCRIPTION

The Rochester-Monroe County Youth Bureau plans for and administers comprehensive youth services dedicated to the improvement of the lives of children and youth. Among the services funded are youth development programs, delinquency prevention programs, juvenile justice diversion programs, homeless youth services, recreational services and an annual Youth Conference. To assess these services, an annual plan recommending funding level priorities is developed and evaluated by the Youth Board. The board is appointed jointly by the Mayor of the City of Rochester and the Monroe County Executive.

STRATEGIC FRAMEWORK

Mission

The Rochester-Monroe County Youth Bureau, a division of Human and Health Services, plans, coordinates and supports the activities of public agencies and community organizations that promote positive youth development.

Key Result Areas

Quality Youth Service Delivery System: Our services are accessible, flexible, effective and respect the diversity of youth and their families.

Positive Youth Development: We advocate, educate and facilitate for the positive development and image of our community's youth.

Financial Responsibility: We continuously achieve sound financial outcomes in the management of public funds.

Community Initiatives: We are actively engaged in community initiatives and collaborative efforts focused on youth. Stakeholders are satisfied with our involvement in community initiatives.

Planning and Program Development: We are a leader in planning for and coordination of a comprehensive system of youth services. Our stakeholders are satisfied with our directions, initiatives and actions.

Key Result Measures

Quality Youth Service Delivery System: Percent of contracted services that meet or exceed contract standards.

Positive Youth Development: Number of opportunities provided by the Youth Bureau and Youth Bureau contract agencies that support positive youth development.

Financial Responsibility: Percent allowable state revenue claimed and received by the Youth Bureau within required time frames.

Community Initiatives: Number of community initiatives in which the Youth Bureau has a role. Percent of stakeholders satisfied with the Youth Bureau's role.

Planning and Program Development: Percentage of outcomes met.

2002 Major Accomplishments

- Organized and coordinated activities of Community Asset Partnership, involving more than 50 members representing 15 different community organizations
- Implemented Year Two of the 2001-2003 joint Youth Bureau and Social Services Integrated County Plan; integrated priority focus areas into planning activities
- Technical assistance to contract agencies and municipalities in implementing new multi-year program models as directed through new Youth Bureau Priority Funding Guidelines requiring program designs based on well-researched models, programs and strategies

- Assisted in the development of the Monroe County Prevention Coalition which is designed to improve outcomes for children and youth birth to eleven through effective research-based programming and coordination
- Provided technical assistance for Year One programs in accordance with current state and local practices
- Assessed and evaluated 46 contracted Youth Service programs
- Active partner with the School-Community Partnership Network
- Awarded and monitored 14 Positive Youth Development mini-grants
- Awarded a three-year HUD Supportive Housing Program (SHP) renewal grant for homeless youth
- Supported the relocation of the Salvation Army Genesis House that expanded beds in 2002
- Implemented the Community Asset Development Special Legislative Grant to support Asset Building through special projects supporting youth-adult partnerships, diversity, skill building and community mobilization
- Implemented the Reality Check Youth Empowerment Against Tobacco Grant from the New York State Department of Health
- Awarded and monitored 11 Reality Check mini-grants
- Initiated cooperative application and planning process with United Way of Greater Rochester to increase provider efficiency and accountability
- Implemented stage three of the Youth Development Outcomes Measurement Project in partnership with the Youth Services Quality Council and United Way; trained agency staff in the use of the tool and implementing the use of the tool in selected programs
- Distributed new Community Youth Development (CYD) Curriculum facilitators' manuals that were developed through the Community Youth Development grant from the National Network for Youth to CYD Participants
- Participated as a member of the Greater Rochester After-school Alliance Steering Team and chaired the Quality Standards for After-school Programming Committee
- Provided planning and funding support to the After-school symposium sponsored by the Greater Rochester After-school Alliance for providers of after-school programming; over 90 participants attended
- Chaired Strategic Planning Work Team for the Greater Rochester After-school Alliance to develop strategic directions for the next 3 to 5 years
- Provided five staff development series training through the Best Practices Partnership to approximately 100 youth services staff
- Received grant from the Rochester Area Community Foundation for an Organizational Capacity Building Project to infuse youth development throughout an organization's infrastructure to build on Best Practices work; issued a competitive application process for organizations to apply for the strategic planning process
- Revised curriculum for the Best Practices Partnership and developed a learning framework for the Partnership based on the recommendations of the two-year evaluation of the project
- Provided on-site capacity building to youth service organizations for effective supervisory practice through a competitive application process of the Best Practices Partnership Project
- Expanded and enhanced staffing and programming of the Youth Participation Project which continues to be recognized nationally for innovative youth empowerment training and activities
- The Youth Participation Project supervised the award and monitoring of 40 Youth As Resources Grants
- Conducted the new Youth Summit Conference in December 2002

- Continued statewide and national advocacy for youth development through:
Association of New York State Youth Bureaus
Empire State Coalition
New York State Advisory Board on Runaway/Homeless Youth
Office of Children and Family Services Advisory Board
National Network for Youth
- Assisted the Monroe County Legislature in identifying and honoring the Young Citizen and Youth Advocate of the Year
- Hosted 4th Annual Community Asset Celebration at the Seneca Park Zoo (October 2002) in honor of Community Youth Asset Builders
- Distributed approximately 6,000 Adult Guides to Youth Services and 12,000 Youth Yellow Pages to city and county schools, agencies and throughout the community
- Distributed over 7,000 Seneca Park Zoo passes and 5,000 RMSC passes to agencies and individuals throughout the community
- Distributed over 400 Asset development information packets
- Co-chaired the Youth Services Quality Council of Rochester and Monroe County and facilitated the Council's receipt of a grant from the Ad-Council for a positive youth development campaign
- Co-sponsored a Youth Worker Summit with Nazareth College and the Youth Services Quality Council of Rochester and Monroe County
- Participated as a member of the United Way Success by Six and Kids on Track Investment Teams for the distribution of United Way funds for children birth through age 9 and youth 10 to 21 years of age
- Presented a seminar/workshop on the Youth Development Outcomes Project to the NYS Youth Bureau's Association at its Annual Retreat and also the fall annual conference
- Presented a seminar/workshop on Community Asset Development at the Western NY Asset Celebration
- Provided technical assistance for planning the Chemung County Asset Presentation and Community Development event and presented a seminar/workshop
- Active partner of the Continuum of Care for the Homeless team
- Active partner of the review team for the City Emergency Shelters grants
- Chaired the Monroe Council for Teen Potential planning team
- Began Phase I of the Youth Bureau's Performance Measurement pilot project with Office of Management and Budget

2003 Major Objectives

- Continue to develop, coordinate and support community-wide Asset Development initiatives
- Continue to develop, implement and evaluate the comprehensive system of youth services throughout Monroe County
- Continue a Community Recognition Program for Positive Youth Development activities
- Recognize achievements and accomplishments through annual Youth Advocate / Young Citizen of the Year awards
- Seek stakeholders' input in the design and implementation of positive youth development programming
- Provide fiscal and programmatic accountability to funding sources and Monroe County Finance Department

- Monitor financial and program outcome accountability from contract providers
- Continue support of youth leadership and philanthropy through Monroe County Youth As Resources Board
- Continue implementation of the Integrated County Planning project
- Provide professional development and organizational capacity building opportunities through the Best Practices Partnership to improve work with youth and families
- Research, apply for and secure external funding to support comprehensive youth services programming throughout Monroe County
- Maintain and enhance a continuum of services for runaway/homeless youth services
- Implement, support and provide technical assistance for Youth Bureau Priority Funding Guidelines
- Actively participate in community initiatives consistent with the Youth Bureau's mission
- Support the community-wide Outcomes of Children Succeeding in School and Young Leading Healthy Lives
- Continue to address access and barrier issues that impact youth's ability to maximize use of services and resources
- Strengthen community linkages
- Increase Youth Participation Project membership
- Obtain Phase I of NYS Division of Criminal Justice Services legislative award
- Continue active participation on the Greater Rochester After-School Alliance
- Continue co-chair of the Youth Services Quality Council of Rochester and Monroe County

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations</u>		
Personal Services	356,728	325,660
Expenses	69,798	28,582
Agency Contracts	3,270,759	1,990,263
Supplies and Materials	8,925	2,826
Employee Benefits	108,709	131,941
Interfund Transfers	335,200	283,644
Total	4,150,119	2,762,916
<u>Revenue</u>		
State Aid	2,562,807	2,054,243
Federal Aid	364,196	0
City of Rochester Funding	110,828	109,253
Other	24,000	5,172
Total	3,061,831	2,168,668
<u>Net County Support</u>	1,088,288	594,248

GRANT SUMMARY

Total Department

Appropriations	4,150,119	2,762,916
Revenue	3,061,831	2,168,668
Net County Support	1,088,288	594,248

Grants

Appropriations	485,598	66,218
Revenue	485,598	66,218
Net County Support	0	0

Tax Impact

Appropriations	3,664,521	2,696,698
Revenue	2,576,233	2,102,450
Net County Support	1,088,288	594,248

BUDGET HIGHLIGHTS

Personal Services, Expenses, Agency Contracts and Supplies and Materials decreases are consistent with cost reduction strategies. Employee Benefits increase due to early retirement charge, retired medical and unemployment insurance. The 2002 Amended Budget includes approximately \$834,000 in grant funding or aid received throughout the year. As additional funding becomes available in 2003, appropriations and corresponding revenue will be amended.

DIVISION DESCRIPTIONS**2002****2003****Administration (5601)****\$741,915****\$701,742**

The Administration Division provides contract management, establishes goals for the Bureau, provides support to the citizen member Youth Board, networks with other funding agencies and planning groups and oversees the development of the Integrated County Plan for youth services. Additionally, this organization seeks out external funding sources, coordinates program development, and performs financial and clerical functions for the Bureau.

Youth Contracts (5605)**\$1,302,139****\$1,134,207**

Appropriations fund city and county contracts for recreational and youth services. These projects provide constructive use of leisure time activities, crisis counseling, case management, school and neighborhood based services, housing for runaways, shelters, youth advocacy, positive youth development, after school programs, cultural and educational programs and municipal employment services. Funding levels for Youth Contracts are consistent with the state's level of support. Youth Contracts also allow the Youth Bureau to facilitate the development and implementation of youth/adult partnerships through the Youth Participation Project (YPP), a youth leadership program funded in collaboration with the United Way of Greater Rochester. Funding for the Community Asset Partnership Network program supports asset-based initiatives and positive youth development within communities throughout the city and the county.

**Runaway and Homeless Youth Services (5625)
HUD Supported Housing Services Program (5626)****\$893,979****\$400,982**

Runaway/Homeless Youth (RHY) funds provide for the coordination, planning and monitoring of a continuum of community based services targeted toward youth, in accordance with the RHY Youth Act. The Youth Bureau oversees and monitors current program services, as well as plans for the development of enhanced/new services to address gaps/obstacles to service the target population. Through this funding, the county contracts with not for profit agencies to provide 24-hour crisis counseling, shelter, case management, transitional housing and support services.

Special Delinquency Prevention (5630)**\$448,428****\$459,767**

Appropriations within this division fund contracts with non-profit agencies for projects meeting delinquency prevention criteria as defined by the New York State Office of Children and Family Services and the Rochester-Monroe County Youth Bureau. Programs provided by these projects include housing for homeless youth, prevention/education programs, crisis intervention, truancy and violence prevention and positive youth development.

Integrated County Planning (5631)**\$65,000****\$66,218**

This project is funded by the NYS Office of Children and Family Services. Funds are used to provide personnel and operational support during the development of an Integrated County Plan (ICP). The purpose of an ICP is to align youth and family services, reduce risk factors, increase youth asset development and eliminate the duplication of services and overlap in planning activities. 2003 represents the fifth year of an anticipated five-year grant funded program.

The Youth Bureau is in partnership with Social Services, Department of Mental Health, Office of Probation - Community Corrections, the United Way of Greater Rochester, grant makers and other entities in the development of this Integrated County Plan. United Way Service Corporation serves as a fiduciary agent for the project.

2002**2003****Youth Development Initiatives (5634, 5635, 5636, 5637, 5640)**

The Youth Development Initiatives component allows the Youth Bureau to facilitate the development and implementation of youth/adult partnerships through the Youth Participation Project (YPP), Youth Leadership Program and the Community Asset Network. These programs also support asset-based initiatives and positive youth development within communities through dedicated R.F.P.'s and mini-grants.

Pride House II (5634)**\$80,000****\$0**

Youth Bureau appropriations for the Pride House II project are derived from a grant from the US Department of Justice and the New York State Division of Criminal Justice Services under Title V. This appropriation supported the Science Linkages in the Community and Art Explorers programs among other numerous youth program activities conducted at and through the Pride House II located on St. Paul Street in Rochester's Northeast Section. This grant ended August 31, 2002.

Community Asset Development Project (5635)**\$50,415****\$0**

Appropriations have been applied for through a NYS Division of Criminal Justice Services member item legislative award. This initiative supported municipalities, schools, neighborhood organizations, community based agencies and families throughout Monroe County in the development of a comprehensive, coordinated, juvenile delinquency and violence prevention agenda based upon the principles of positive youth development and risk reduction. This legislative award ended March 31, 2002.

Youth Empowerment Initiative (5636)**\$190,183****\$0**

The Youth Bureau, is the lead and coordinating agency of a grant through the NYS Department of Health. The purpose of the New York State Youth Empowerment Program Against Tobacco Use "Reality Check" grant is to build a youth development framework to empower teens to form and engage in partnerships with the goal of educating teens regarding the marketing techniques of big tobacco companies and reducing tobacco use among teens. The project award time is April 1, 2001 through March 31, 2004.

Monroe County Asset Ambassador Program (5637)**\$100,000****\$0**

Appropriations were applied for through a NYS Division of Criminal Justice Services member item legislative award. This initiative supported summer 2002 employment for youth as Asset Ambassadors in local municipalities and county government to assist communities and county departments in their asset building events. This initiative will also support a county-wide Community Assist Summit event scheduled for March 2003 to partner with youth and adults representing communities across Monroe County to develop community plans to further the asset initiatives in their communities. The project award time frame is July 1, 2002 through March 31, 2003.

Youth Development Initiatives (5640)**\$278,060****\$0**

Appropriations are applied to local initiatives supporting positive youth development. These funds are administered through a Fiduciary agent, Coordinated Care Services, Inc.

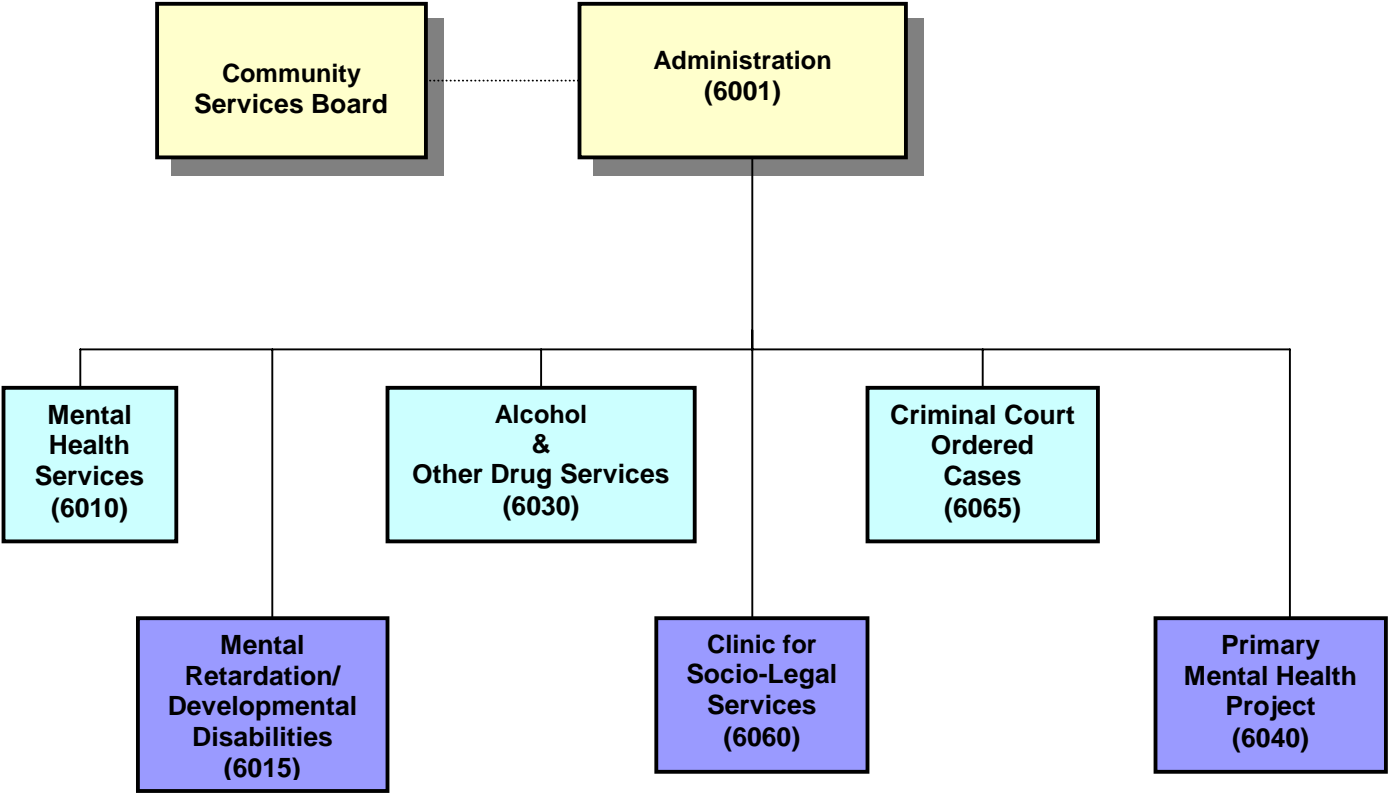
Performance Measures

	Actual 2001	Est. 2002	Est. 2003
NYS Office of Children and Family Services (OCFS) eligible funds claimed	99.95%	99.95%	99.95%
Additional (non-county) funding secured over and above the OCFS Resource Allocation Plan eligibility	\$358,122	\$446,327	\$277,000
Grant applications written with the Youth Bureau acting as the lead agency	7	10	10
Collaborative community grant application efforts	5	10	8
Average dollar per grant application awarded to the Youth Bureau	\$51,160	\$44,633	\$27,700
Best Practices Partners training programs offered	16	14	14
OCFS direct contracts that substantially meet or exceed contract standards	90%	92%	92%
Positive youth development presentations	12	15	15
Plans required by the Youth Bureau and DSS to be merged into the Integrated County Plan (ICP)	2	2	2
Youth served through Youth Development:			
Arts/Culture/Recreation	31,016	31,000	29,000
Youth Development Primary Prevention	29,701	29,700	28,000
Early Intervention Counseling	22,009	22,000	21,700
Runaway & Homeless Youth Services	866	900	900
Juvenile Justice Diversion	2,129	2,100	1,300
Total Youth Served	85,721	85,700	80,900

STAFF

<u>Total</u>	<u>Title</u>	<u>Group</u>
	Full Time	
1	Executive Director Rochester-Monroe County Youth Bureau	20
1	Coordinator of Youth Projects	15
1	Runaway Youth Services Coordinator	15
1	Youth Services Planner	15
1	Program Analyst	12
1	Clerk II with Typing	7
<hr/> 6	Total Full Time	
	Part Time	
1	Leadership Project Worker	Hourly
<hr/> 1	Total Part Time	
<hr/> 7	Total 2003	

MENTAL HEALTH (060)



DEPARTMENT: Human and Health Services (050)
DIVISION: Office of Mental Health (060)

DIVISION DESCRIPTION

The Office of Mental Health is responsible for the planning, oversight and administration of a comprehensive community mental hygiene system for all residents of Monroe County. Activities include: community-wide assessment of mental hygiene service needs, service development, coordination and integration of voluntary, county and state mental hygiene services, coordination and integration of the mental hygiene services system with other service delivery systems, allocation of state and local funds, system oversight and encouragement of programs aimed at the prevention and treatment of mental illness, mental retardation, developmental disabilities, and alcohol and other substance abuse.

STRATEGIC FRAMEWORK

Mission

The Monroe County Office of Mental Health is committed to improving the health and quality of life of those in Monroe County who are affected by mental illness, mental retardation, developmental disabilities, alcohol and other drugs.

Key Result Areas

Customer Satisfaction: Customers are satisfied that their needs are being adequately met.

Quality of Life: The continuum of programs and services are accessible, flexible and delivered in a manner that meets the needs of our customers and improves their functioning and quality of life.

Productive Workforce: An adequate number of qualified, diverse and efficient workers are employed, trained, empowered and retained to provide our customers with appropriate services.

Economic Vitality: Services promote productivity, self-sufficiency and independence.

Fiscal Responsibility: Maximize resource utilization by providing quality services in the most cost-efficient and effective manner.

Key Result Measures

Customer Satisfaction: Seek customer involvement in the design, implementation and evaluation of services, conduct customer satisfaction surveys and use data to improve services, and monitor to ensure that customer satisfaction data is utilized to improve the quality of services.

Quality of Life: Require and obtain service recipient and family involvement in all aspects of the system, including policy development, planning, service implementation and delivery and evaluation, involve a broad base of community stakeholders in assessing needs, and utilize performance management methods as the basis for continuous quality improvement.

Productive Workforce: Ensure that employees are trained to meet customer needs directly and are empowered to make decisions on work they control, support comprehensive community-wide initiative to increase cultural competence, and regularly seek input from employees regarding ways to improve the work environment.

Economic Vitality: Support innovative programs that focus on increasing earnings for persons with disabilities and promote partnerships between vocational programs and local private industry that lead to expanded employment opportunities for persons with disabilities.

Fiscal Responsibility: Advocate for more local control of allocated dollars to encourage flexibility in meeting customer needs and incorporate state of the art performance management technology into the planning, coordination and financing of mental hygiene services.

2002 Major Accomplishments

- Continued assessment of consumer and family needs and perspectives, including continuation of focus groups with consumers. Increasing consumer and family member involvement in planning activities continues to be a priority
- Continued to advance the collaborative efforts of the Division of Mental Health and Social Services:
 - Worked to ensure that health care and welfare reform efforts result in improvements in quality of care, increased responsiveness to consumers and more cost effective service delivery
 - Welfare-to-Work initiatives, included continued refinement of client tracking and monitoring system for treatment compliance
 - Expanded Transition management initiative to improve continuity of care and expedited Medicaid eligibility determination for individuals with mental health service needs being released from jail
 - Implemented the SNAP case management program to assist homeless individuals with mental illness access and maintain housing
- Cultural competency efforts were continued across all systems, competence standards and measures are in the process of being developed. All behavioral health providers have completed a cultural competence assessment instrument and were provided technical assistance to improve competence
- Development of employment opportunities for persons with mental hygiene disabilities, including older adolescents and young adults. A major focus has been to reconfigure, as necessary, current vocational services to ensure that individuals are adequately supported in the work environment. A community-wide Employment Services Task Force has completed its work and has issued a report that includes a series of recommendations for strategies to improve vocational outcomes for persons with disabilities. The priority strategies have begun to be implemented
- Continued efforts to develop additional case management resources for individuals who are chemically dependent and are experiencing difficulties in remaining in treatment
- Provided leadership in transition from fee-for-service to managed care financing structures for behavioral health services, including ensuring that consumers and families receive the appropriate level of education regarding system changes and what this means for them, as well as ensuring that an adequate array of necessary services is available and accessible to consumers in the managed care structure
- The Western New York Care Coordination Project has entered the implementation stage and will focus on high need individuals with serious mental illness, ensuring that they receive the appropriate array of services and supports to successfully live in the community
- Continued development of performance management system, including the establishment of outcomes, indicators and measures for behavioral health services. Efforts included the selection of key areas for each disability and the development of measures and tracking systems
- Implementation of the Youth and Family Partnership project, an Integrated Services Delivery System pilot project for high need children and youth who are at-risk of out-of-home placement. This initiative is a cross-systems collaborative effort involving the Human and Health Services Department and the Department of Community Corrections and Probation
- Children's mental health crisis services have been reconfigured and expanded to ensure that the system is responsive and appropriately meets the needs of children in crisis and their families
- A Single Point of Accessibility has been established for adult mental health housing and case management services and a Single Point of Accessibility has been established for children's specialty mental health services, both aimed at improving access, continuity and outcomes for high need individuals

2003 Major Objectives

- Work with state offices and community providers to implement Evidenced Based Practices in the mental health service system
- Continue to expand and enhance services for high need/high risk special populations, such as children with serious emotional disturbances, individuals with mental illness and/or chemical dependency who are involved in the criminal and juvenile justice systems
- Incorporate additional mental health service components (Residential Treatment Facilities, other residential/inpatient programs) into the Single Point of Accessibility for Children to improve access and coordination of services
- Continue efforts to improve cultural competence among mental hygiene service providers, including continued training opportunities and technical assistance
- Improve housing options for individuals with mental illness, including the conversion of an adult care facility to a service-enriched mental health single room occupancy residence to improve the quality of care and better meet the mental health care needs of residents
- Expansion of case management and care coordination services for high need populations, including the expansion of the Assertive Community treatment Team and further development of the Western New York Care Coordination Project
- Work with mental health providers and long term care facilities to increase the availability of mental health supports in nursing homes, including the provision of psychiatric services and consultation to nursing homes to assist these providers to accept and serve high need elderly individuals with mental illness in the nursing homes
- Work with developmental disabilities services to improve the coordination and access to services for individuals who are dual diagnosed with a mental health illness and mental retardation/developmental disabilities

BUDGET SUMMARY

	Amended Budget 2002	Budget 2003
<u>Appropriations by Object</u>		
Personal Services	734,458	765,181
Expenses	615,055	630,054
Agency Contracts	30,907,780	20,636,473
Supplies & Materials	9,942	9,831
Employee Benefits	203,862	260,670
Interfund Transfers	271,361	274,302
Total	32,742,458	22,576,511
<u>Revenue</u>		
State Aid	28,509,750	19,558,015
Federal Aid	311,000	908,588
Charges to Other Departments	132,584	134,680
Total	28,953,334	20,601,283
<u>Net County Support</u>	3,789,124	1,975,228

BUDGET HIGHLIGHTS

Personal Services and **Employee Benefits** reflect the negotiated salary increase as well as an increase in early retirement, retired medical and retirement benefits. **Agency Contracts** and revenue from **State Aid** currently reflect a decrease; additional revenues will be accepted and contract funds appropriated as they are awarded. Contracts have been reduced consistent with cost reduction strategies.

Revenue represents increased Federal Aid due to utilization of Federal Medicaid salary sharing within Mental Health Administration.

DIVISION DESCRIPTIONS**2002****2003****Administration (6001)****\$763,877****\$814,308**

This division is responsible for the fiscal and programmatic planning of all operations included in the network of mental hygiene services. In an effort to develop services which address the priority needs of the community, on-going planning is conducted in collaboration with consumers, state representatives, families, providers, and other service delivery systems that evaluate the mental hygiene needs of the community. The Director of Mental Health makes funding level and service development recommendations based on this evaluation process.

The Office of Mental Health contracts with Coordinated Care Services, Inc. (CCSI) for the management and coordination of community mental health, alcoholism and substance abuse, and developmental disabilities services in accordance with the local mental health services plans. CCSI maintains subcontracts with community agencies for a comprehensive range of services within each of the mental hygiene disability areas.

Mental Health Services (6010)**\$17,973,516****\$8,457,130**

CCSI maintains subcontracts with numerous community agencies for the provision of a range of emergency, crisis, outpatient treatment, residential and community support programs for adults, children and youth. Community support programs include a wide range of service options such as vocational support, respite, family support, self-help, consumer initiatives, socialization and recreation opportunities. There are a number of specialized mental health programs, targeting specific populations such as children, older adults, multicultural populations, Mentally Ill Chemical Abusers (MICA), homeless and those involved in the criminal justice system. Community mental health services are aimed at offering individuals and families treatment and support services that assist them in successfully living in the community, avoiding unnecessary hospitalization or out-of-home placement. Mental health services are funded through state aid, county support, United Way matching dollars, and agency voluntary contributions.

Priorities for 2003 include continued development and expansion of services for seriously and persistently mentally ill adults and seriously emotionally disturbed children and their families, particularly as related to ensuring that the system can be responsive in a managed care environment. Appropriations for 2003 are consistent with the state's anticipated level of support.

**Mental Retardation/Developmental
Disabilities Services (6015)****\$3,279,919****\$2,930,465**

CCSI maintains subcontracts with not-for-profit community agencies for the provision of Mental Retardation/Developmental Disabilities (MR/DD) services to residents of Monroe County. In 2003, services will be provided by 10 subcontractor agencies. Local assistance funding, which consists of state aid, county support and voluntary match dollars, supports pre-vocational and vocational day services and a variety of community support programs.

Pre-vocational and vocational services include day training, sheltered workshop and supported employment programs. These programs provide a range of skills training, work opportunities and support services according to individual needs and preferences, aimed at assisting individuals in maximizing their individual vocational potential. Support services are provided for individuals with disabilities and their families, including information and referral, advocacy, public education and awareness, assistance in ensuring client rights, counseling and case management. Specialized clinical support services are also provided. A number of programs target specific population groups such as persons with epilepsy, older adults, children with severe handicaps and Hispanic individuals and families.

Appropriations in this division for 2003 are consistent with the state's anticipated level of support.

2002**2003****Alcohol and Other Drug Services (6030)****\$9,624,625****\$8,771,992**

In 2003, CCSI will contract with numerous community agencies for the provision of alcoholism and substance abuse services. Programs offered by these subcontractor agencies include inpatient, outpatient and residential treatment, community residential living, prevention, intervention, education and information and referral services. Funding for these services involves state aid, county support and voluntary match contributions.

Residential and inpatient services include crisis care, detoxification, inpatient rehabilitation, residential treatment homes, halfway houses and supportive apartments. A number of these programs include specialized services which target females (pregnant and/or with children), individuals who are dually diagnosed (MICA), deaf/hard of hearing, HIV positive, and monolingual Hispanics. Outpatient treatment services target a number of these populations as well. Funded outpatient programs service a high percentage of Medicaid and uninsured clients.

Prevention, intervention, education, and information and referral programs are provided for both adults and youth. These services range from general community education and awareness activities to intervention programs designed to reach specific target populations. Targeted populations include youth, children of alcoholics, deaf/hard of hearing, multicultural populations (Hispanics, Native Americans) and persons who are HIV positive. Prevention/intervention services are offered at a variety of school and community sites.

Appropriations in this division for 2003 are consistent with the state's anticipated level of support.

Primary Mental Health Project (6040)**\$0****\$476,886**

The Monroe County Office of Mental Health is the recipient of a Federal Substance Abuse and Mental Health Services Administration grant for a Primary Mental Health Project for pre-kindergarten children. The Monroe County Office of Mental Health contracts with the Children's Institute for this project. The Primary Mental Health Project (PMHP) has been nationally recognized as an effective program to prevent mental health problems early in a child's school career. PMHP has been adapted to meet the needs of 3 and 4 year olds and through this grant will serve 130 at-risk urban children per year. The project will be rigorously evaluated to determine its effectiveness with this age group.

Clinic for Socio-Legal Services (6060)**\$700,521****\$725,730**

The Clinic for Socio-Legal Services provides direct diagnostic, evaluation and treatment services to the courts and the Office of Probation-Community Corrections. Specific services include crisis intervention, determination of competency to stand trial, referrals for follow-up treatment of clients and families and education of criminal justice personnel.

The Assisted Outpatient Treatment (AOT) program is operated at the Court Clinic. The AOT program serves individuals with serious mental illness who have high service needs and present histories of treatment noncompliance and are at-risk of hurting themselves or others. The AOT program allows for the provision of court-ordered treatment and support services. Transition management services for individuals with mental illness being released from jail provides for quick access to Medicaid eligibility determination to allow for continuity of mental health treatment and medications upon release to the community.

Criminal Court Ordered Cases (6065)**\$400,000****\$400,000**

The Criminal Court Ordered Cases division funds the county share of costs for criminal court or family court ordered psychiatric examinations in order to determine fitness of the defendant to stand trial. Funding also provides therapeutic treatment expenses to defendants while hospitalized.

The New York State Office of Mental Health and Office of Mental Retardation and Developmental Disabilities bills counties for forensic incarceration of inmates. A psychiatric evaluation, rather than a court order, determine whether an inmate requires treatment and should be transferred to a psychiatric facility. Services provided to inmates include inpatient competency exams, evaluation and psychiatric observation or commitment for treatment.

Performance Measures

	Actual 2001	Est. 2002	Est. 2003
Number of individuals in need accessing services:			
Office of Mental Health	31,301	31,927	32,566
Alcohol & Substance Abuse (Estimated for all Years)	16,005	16,325	16,651
Mental Retardation, Developmental Disabilities	16,480	16,645	16,811

STAFF

<u>Total</u>	<u>Title</u>	<u>Group</u>
	Full Time	
1	Director of Mental Health	25
1	Administrator of Clinic for Socio-Legal Services	23
1	Deputy Director of Mental Health	21
1	Clinical Services Coordinator	16
1	Mental Hygiene Program Planner	16
1	Developmental Disabilities Clinician	14
1	Senior Court Nurse-Mental Health	14
1	Children's Project Coordinator	13
1	Court Nurse-Mental Health	12
1	Administrative Secretary	10
1	Secretary to Department Head	10
1	Clerk Grade 2 with Typing	7
2	Clerk Grade 3 with Typing	5
<hr/> 14	Total Full Time	
14	Total 2003	